

Ella Johnson Memorial Public Library District

109 S. State Street, Hampshire, IL 60140

Minutes of November 23, 2020, Regular Meeting of the Board of Trustees, 7:00 PM / Via Zoom

President Barbara Brust called the Regular Meeting of the Board of Trustees to order at 7:13 p.m. Present were trustees Barbara Brust, Linda Wallace, Pat Dumoulin, Linda Drendel, Karen Williams, Judy Pokorny, and Matthew Mariani. Also present was Library Director Nancy Ashbrook.

Changes/Corrections to the Agenda: None

Questions/Comments – Public or Media: None

Approval of Minutes:

Motion Dumoulin, second Mariani to approve minutes of October 26, 2020, Regular Meeting. Voice vote to approve the minutes; ayes carry the motion.

Treasurer's Report:

A. Motion Wallace, second Mariani to approve the October 2020 bills of \$27,781.28. Brust – Y, Wallace – Y, Drendel – Y, Pokorny – Y, Williams – Y, Mariani – Y, Dumoulin – Y. Motion passed.

B. Reviewed and discussed financial reports from October 31, 2020.

Director's Report:

A. Steps are being taken to rectify a fraudulent claim that was made for one of the library's employees.

B. The Youth Services department was given high praise by President Brust for its outreach programs during this time of the pandemic.

C. The staff was trained on the new PrairieCat Mobile App, Capira. It is being used by our patrons.

President's Report:

President Brust read a prepared statement concerning the COVID pandemic expressing her belief that our library is adhering to the new restrictions of the reinstatement of Tier 3 in the state of Illinois. The library will remain open.

Unfinished Business:

A. Motion Williams, second Dumoulin to approve Ordinance 2020-11-01 Levy and Tax Assessment. Ayes: Brust, Mariani, Williams, Dumoulin, Wallace, Drendel, Pokorny. Nays: 0. Absent: None. Abstain: None. Motion passed.

B. Approval of Employee Manual – Workplace Harassment was tabled until the December 28, 2020 meeting.

New Business:

A. PrairieCat IMRF Participation Letter: Director Ashbrook explained that since PrairieCat is no longer part of RAILS and their benefits package, steps needed to be taken to allow PrairieCat to be part of IMRF. RAILS will be the first guarantor if PrairieCat is unable to pay any outstanding contributions to the fund. Each member library of PrairieCat will be the second guarantor.

B. Each trustee is asked to review the Employee Manual – Holidays and contact Director Ashbrook before the next meeting with any concerns.

Discussion:

A. Director Ashbrook updated the trustees on the state of the library in the midst of the pandemic. Based on Kane County protocols, the library does not need to close despite the fact that one of its employees has tested positive for COVID. Several trustees shared their support of this decision, and President Brust reminded the Board that a Special Meeting would need to be called for any decision concerning the closure of the library.

B. Director Ashbrook reminded the two new trustees that they need to take the online Open Meetings Act guide/test.

C. Director Ashbrook reminded all the trustees to be prepared to discuss chapters 2, 3, 4, 5, and 6 of Serving Our Public 4.0: Standards for IL Public Libraries at the December 28, 2020 meeting.

D. President Brust wished all present a Happy Thanksgiving and to be careful, safe, and healthy.

Adjourned: President Brust adjourned the meeting at 8:06 p.m.

Respectfully submitted,

Linda Drendel, Board Secretary