

NANCY L. MCCONATHY PUBLIC LIBRARY DISTRICT
BOARD OF TRUSTEES
Minutes of the Regular Board Meeting
October 10, 2020

President Gary Holcomb called the meeting to order at 9:07 am.

1. Roll Call: Present were: Suzanne Downing, Gary Holcomb, Elizabeth Norcutt and Roger Strasemeier. Merrionna Pierce enters at 9:17 am
Absent: Catherine Boettcher and Crystal Parker

A motion was made by Roger Strasemeier and seconded by Elizabeth Norcutt to appoint Suzanne Downing as Secretary Pro-Tem

2. Minutes: A motion was made by Elizabeth Norcutt and seconded by Roger Strasemeier to approve the regular minutes of September 12, 2020. One aye and two abstentions, motion carries. A motion was made by Roger Strasemeier and seconded by Elizabeth Norcutt to approve the Special minutes of September 12, 2020. One aye and two abstentions, motion carries.

3. Correspondence: None

4. Legal Counsel: Director Williams-Baig provided explanation for several items on the agenda.

5. Librarian's Report: As presented.

6. Committee Reports:

A. Budget and Finance: September monthly Financial Report presented and attached.

B. Policy and Bylaws: None

C. Personnel: None

D. Public Relations: None

7. Unfinished Business:

A. A discussion was held regarding Electronic Signatures for all checks from the library. A concern was raised regarding what other libraries were doing. More information will be provided at the November meeting.

8. New Business:

A. A discussion was held the provided anticipated revenues for FY20-21. Current and prior tax dollars and the difference in amount was discussed. A motion was made by Merrionna Pierce and seconded by Suzanne Downing to approve. Roll Call Vote: Suzanne Downing, aye; Elizabeth Norcutt, aye; Merrionna Pierce, aye and Roger Strasemeier, aye. Four ayes and 0 nays. Motion carried.

B. A motion was made by Roger Strasemeier and seconded by Merrionna Pierce to approve a Resolution Regarding Tax Extension Allocation as presented. Roll Call Vote: Suzanne Downing, aye; Elizabeth Norcutt, aye; Merrionna Pierce, aye and Roger Strasemeier, aye. Four ayes and 0 nays. Motion carried.

C. A motion was made by Merrionna Pierce and seconded by Roger Strasemeier to approve the Amount Necessary to be Raised by Taxes as presented. Roll Call Vote: Suzanne Downing, aye; Elizabeth Norcutt, aye; Merrionna Pierce, aye and Roger Strasemeier, aye. Four ayes and 0 nays. Motion carried.

D. Director Williams-Baig presented an Intergovernmental Agreement with Cook County for Corona Relief funds. for review and approval. A motion was made by Roger Strasemeier and seconded by Merrionna Pierce to approve Roll Call Vote: Suzanne Downing, aye; Elizabeth Norcutt, aye; Merrionna Pierce, aye and Roger Strasemeier, aye. Four ayes and 0 nays. Motion carried.

E. Library hours and sanitization schedules were discussed. It was decided that sanitation shall occur once daily from 1:00 pm – 1:30 pm with spot cleaning in between. The Library will be closed during this half hour. Library hours were changed to Monday and Thursday 10 am -5 pm, Tuesday and Wednesday 10 am – 6 pm and Friday and Saturday 10am – 3:30 pm. Roll Call Vote: Suzanne Downing, aye; Elizabeth Norcutt, aye; Merrionna Pierce, aye and Roger Strasemeier, aye. Four ayes and 0 nays. Motion carried.

F. Director Williams-Baig presented that she will be attending the virtual ILA conference and will be delegating responsibilities to the Assistant Director and the Lead Circulation Supervisor during October 20th-22nd.

G. Programming Liaison Dionne Miller presented a review of her virtual and in person programming for the board.

9. Audience to the Public: No phone audience. D. Williams expressed her love and appreciation for the library and the great programming that has continued through the pandemic.

10. Adjournment: A motion was made by Roger Strasemeier and seconded by Merrionna Pierce to adjourn the meeting at 11:03 A.M. Four ayes and zero nays. Motion carried.

Respectfully submitted,
Suzanne Downing, Secretary Pro-Tem