

NANCY L. MCCONATHY PUBLIC LIBRARY DISTRICT  
BOARD OF TRUSTEES  
Minutes of the Regular Board Meeting  
September 12, 2020

President Gary Holcomb called the meeting to order at 9:11 am.

1. Roll Call: Present were: Catherine Boettcher, Gary Holcomb, Elizabeth Norcutt, Merrionna Pierce  
Absent: Suzanne Downing, Crystal Parker and Roger Strasemeier
2. Minutes: A motion was made by Merrionna Peirce and seconded by Catherine Boettcher to approve the minutes of August, 2020. Three ayes, 0 nays motion carries.
3. Correspondence: None
4. Legal Counsel: The Budget and Appropriations Ordinance was reviewed.
5. Librarian's Report: As presented.
6. Committee Reports:
  - A. Budget and Finance: August monthly Financial Report presented and attached.
  - B. Policy and Bylaws:
  - C. Personnel: The Director stated that an employee has given notice that she will be leaving the Library as of January 1<sup>st</sup>, 2021 due to changes in the IMRF laws. Also, due to the pandemic and the limiting of in person programing, the Programming Liaison will be going to part time hours temporarily until hours of programing increase
  - D. Public Relations: None
7. Unfinished Business:

The ability to have electronic signatures uploaded into the new accounting system was reviewed again. A motion was made by Elizabeth Norcutt and seconded by Catherine Boettcher to table this matter. Roll Call Vote: Catherine Boettcher, aye; Elizabeth Norcutt, aye; and Merrionna Pierce, aye. Three ayes and 0 nays. Motion carried.

8. New Business:

A. The Budget and Appropriation Ordinance for Fiscal Year 2020-2021 was reviewed. A motion was made by Merrionna Pierce and seconded by Catherine Boettcher to accept and adopt the ordinance. Roll Call Vote: Catherine Boettcher, aye; Elizabeth Norcutt, aye; and Merrionna Pierce, aye. Three ayes and 0 nays. Motion carried.

B. A discussion was held the presented Receipts and Disbursements. A discussion was held regarding the SWAN expenditure in the amount of 14,622.40. Director Williams-Baig that SWAN was the operating system that we use through RAILS. A motion was made by Catherine Boettcher and seconded by Merrionna Peirce to accept and adopt the ordinance. Roll Call Vote: Catherine Boettcher, aye; Elizabeth Norcutt, aye; and Merrionna Pierce, aye. Three ayes and 0 nays. Motion carried.

C. Director Williams-Baig presented the proposal received for the new accountant for the Library. A motion was made by Merrionna Pierce and seconded by Catherine Boettcher to approve the proposal. Roll Call Vote: Catherine Boettcher, aye; Elizabeth Norcutt, aye; and Merrionna Pierce, aye. Three ayes and 0 nays. Motion carried.

D. Director Williams-Baig reviewed the President's federal Executive Order regarding Payroll Tax Deferment. A motion was made by Elizabeth Norcutt and seconded by Merrionna Pierce to opt out of the Payroll Tax Deferment. Roll Call Vote: Catherine Boettcher, aye; Elizabeth Norcutt, aye; and Merrionna Pierce, aye. Three ayes and 0 nays. Motion carried.

9. Audience to the Public: S. Seiner asked when the senior movie was going to start back up. Director Williams-Baig stated the movies are scheduled for every other Monday beginning September 22<sup>nd</sup>.

10. Adjournment: A motion was made by Catherine Boettcher and seconded by Merrionna Peirce to adjourn the meeting at 9:47 A.M. Three ayes and zero nays. Motion carried.

Respectfully submitted,  
Catherine Boettcher, Secretary