

FONDULAC DISTRICT LIBRARY
 BOARD OF TRUSTEES
 MINUTES OF THE REGULAR MEETING
 September 28, 2020

Members of the Fondulac District Library Board of Trustees met on Monday, September 28, 2020, in the Kolb Memorial Conference Room, 400 Richland Street, East Peoria, IL, and online through Zoom for their regular meeting. In compliance of current Executive Orders from the Governor of the State of Illinois, public access to the meeting was provided remotely online or by phone. Additionally, public comments could have been submitted before the meeting to genna@fondulaclibrary.org for recitation into public record during public participation.

President Sherwood called the meeting to order at 6:07 p.m.

On roll call the following members were present: Mr. Cadwalader-phone, Mrs. Cole, Mr. Grose-online, Mrs. Hanks-online, Mrs. Humphrey-phone, Mr. Lasswell, and Mr. Sherwood-online. Also present were Mrs. Buhr, Director and Mrs. Geier, Business Manager. On roll call all present voting yea.

M/S/P (Hanks/Humphrey) to approve the consent agenda which includes the August 31 Budget & Appropriation Hearing and board meeting minutes and approval of bills. On roll call all present voting yea.

Treasurer's Report:

GENERAL FUND CHECKING

08/31/20 Balance	783,356.98
08/12/20 Deposit – Replacement Tax	13,081.96
08/27/20 Deposit – Per Capita Grant	28,442.50
08/31/20 Interest 185736	94.40
09/03/20 Checks issued – Payroll	(35,373.00)
09/03/20 Payment to correct IMRF	(232.83)
069/04/20 Ameren Illinois payment	(6,966.75)
09/17/20 Checks issued – Payroll	(35,801.01)
09/18/20 Visa payment – Tammy’s card	(184.70)
09/18/20 Visa payment – Genna’s card	(470.83)
09/20/20 Waste Management payment	(195.84)
09/22/20 Amazon.com payment	(752.48)
09/24/20 Aflac payment	(202.28)
09/24/20 Deposit – Fines, fees, misc.	6,103.50
09/28/20 Checks issued – Bills	<u>(50,217.93)</u>
09/28/20 Balance	700,681.69

WORKING CASH FUND

08/31/20 Balance	217,560.70
08/31/20 Interest 185701	<u>18.48</u>
09/28/20 Balance	217,579.18

RESERVE FUND

08/31/20 Balance	1,940,261.82
08/31/20 Interest 185728	<u>164.79</u>
09/28/20 Balance	1,940,426.61

Mrs. Buhr reported that since the last meeting just over 3,000 people have come into the library. She stated that the average has gone up to about 757 per week.

Mrs. Buhr reported that the traveling Vietnam War Memorial Wall was set up in the Levee Park this past Wednesday-Sunday. She reported that it was very successful. The staff put up some book displays and there was a make and take craft for the kids. Mrs. Buhr reported that there is a small display in the case by the front door and she added some of the items that were left at the wall to be displayed for a while.

Election packets for the spring election are available for pick-up in the business office during business office hours. There are two seats up for re-election.

Mrs. Cole asked if the people who had fines waved know. Mrs. Buhr stated that the library has done their best to spread the word that the library is now fine free and that past fines have been waved. She stated that it would be hard to contact people as only Fondulac Library fines can be removed, not fines from other libraries. Mrs. Cole wondered if a letter could be mailed. Mrs. Buhr stated that a newsletter has been mailed and the front page is information on the library going fine free. She stated that the newsletter would get to more people than just mailing a letter. Mrs. Buhr reported that the information has also been shared with the school districts.

Mrs. Buhr reported on statistics.

Mrs. Buhr stated that this year as part of the Illinois State Library per capita grant requirements, library boards are required to review the Standards for Illinois Public Libraries. She reported that in the past the requirement was only a chapter or two a year, however, this year as part of the application the state is requiring boards to review the whole standards. Mrs. Buhr stated that she is going to break it down into a couple of chapters a month.

Mrs. Buhr stated that in compliance with the per capita grant requirement, the board will review chapters 1 and 2 of the Illinois State Standards at this meeting. After discussion the board decided to review the library's mission statement and review policies beginning with the older ones.

Mrs. Buhr stated that draft audit was in the board's packet. She stated that the auditors had no new findings or recommendations this year. The board had no questions about the draft audit. Mrs. Cole stated that it was a clean audit. Mrs. Buhr will let the auditors know that the board didn't have any questions. She stated that the auditors will get us the final draft for approval at the next meeting.

M/S/P (Lasswell/Cadwalader) to adopt Levy Ordinance #20-309. On roll call, all present voting yea.

M/S/P (Cadwalader/Lasswell) to approve the proposed 2021 board meeting dates. On roll call all present voting yea.

M/S/P (Lasswell/Hanks) to approve the proposed 2021 holiday and closure dates. On discussion, Mrs. Buhr stated that the list based on the holidays listed in the library's policy manual and includes the same holidays as last year as well as the staff's continuing education days when the library opens late. On roll call all present voting yea.

M/S/P (Grose/Cole) to approve the repeal of Library Policies: Equipment Use Policy, Launchpad Lending Policy, MaKey MaKey Lending Policy, Story Time in a Box Lending Policy, Streaming Media Player Lending Policy, Wi-Fi Hot Spot Lending Policy. On discussion Mrs. Buhr stated that the motion is a continuation from last month as far as review to streamline the circulation policies. On roll call all present voting yea.

M/S/P (Hanks/Cole) to approve the Library of Things Policy. On discussion Mrs. Buhr stated that this policy covers the items that were removed in the previous motion. She stated that these items are beyond traditional media items and more like equipment, games, puzzles, etc. She stated that this policy takes those items and consolidates them into one more brief policy. On roll call all present voting yea.

M/S/P (Lasswell/Hanks) to approve the revision to the Gaming Policy. On discussion Mrs. Buhr stated that since the library does have in-house gaming there is still a need for a gaming policy and this policy streamlines the old policy. On roll call all present voting yea.

M/S/P (Lasswell/Humphrey) to approve the revision to the Historical Collection Policy. On discussion, Mrs. Buhr stated that this collection is an in-house collection and does not circulate. Mrs. Buhr stated that the intent and rules have remained the same, and that the changes in the policy are in the verbiage of what service desks are called. On roll call all present voting yea.

M/S/P (Grose/Lasswell) to approve closing on Election Day. On discussion, Mrs. Buhr stated that Public Act 101-0642 declared November 3, 2020 a state holiday and required government offices to close. She stated that there was some question as to what a government office was, therefore, she contacted the library's attorney. The attorney stated that the public act does apply to the library and that the library is considered a government office under the election code which this act amended. On roll call all present voting yea.

Mr. Sherwood stated that he is very excited to be part of the board that approved going fine free. He feels this is a very big benefit to our patrons.

M/S/P (Cadwalader/Cole) to adjourn the meeting at 6:50 p.m. On roll call all present voting yea.

Secretary

Approved as _____
October 26, 2020

Recorded by: Tamara A. Geier