



338 West Jefferson ■ Auburn, Illinois 62615
Phone: (217) 438-6211 ■ Fax: (217) 438-9317

Minutes of the Auburn Public Library District Board Meeting Meeting Date: May 19, 2020

Call to Order: A regular meeting of the Auburn Public Library District Board of Trustees was held online in Auburn, IL 62615, on May 19, 2020. The meeting convened at 7:04pm. President Ashley Foster presiding, and Lacy Strader, secretary.

Roll Call to Establish Quorum:

Board Attendees:

Ashley Foster – present (via Zoom)	Jeffery Stutsman – present (via Zoom)
Carrie Pillischafske – present (via Zoom)	Shirley Deheve – present (in library)
Lacy Strader – present (via Zoom)	Monica Garrett – present (via Zoom)
Jessica Lance - absent	

Staff: Kristi Lear, Amanda Kendall, Nicole Szymiski

Visitors: none

- I. **Approval of Minutes:** A motion was made by Carrie Pillischafske to approve the minutes of the April 21, 2020 meeting.

Shirley Deheve – yea	Carrie Pillischafske - yea
Lacy Strader – yea	Jessica Lance - absent
Monica Garrett – yea	Jeffery Stutsman - yea
Ashley Foster – yea	

Motion Carried.

- II. **Consent Agenda:** A motion was made by Lacy Strader that the Consent Agenda be approved.

Shirley Deheve – yea	Lacy Strader - yea
Carrie Pillischafske – yea	Jessica Lance - absent
Monica Garrett – yea	Jeffery Stutsman - yea
Ashley Foster – yea	

Motion Carried.

- III. **Unfinished Business**

None

- IV. **New Business**

None

- V. **Treasurer’s Report**

1. Financial Reports
2. Expected delay in property tax distribution – up to 65% less in June

- VI. **Director’s Report**



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1. Facility

a. Building Maintenance

Bolash came out again to fix the leak. However, there is still a leak in the men's room. They are covering the vent opening to see if the leak is coming through that way. The plan is to check with an HVAC provider to see if the issue is with the vent.

b. Temporarily moving patron computers to comply with social distancing – all at least 6 feet apart.

2. Staff

a. Minimal staff in library to work on basic operations

3. Programming

a. Summer Reading Program Update

Activities have been designed to be done from home. (Story walks, Where's Waldo, virtual story times with members of the community, badges/buttons earned and delivered in a no-contact manner)

4. Fundraising

a. Library Friends Group

No residency requirements, 3 members needed to start.

5. Long Range Plan Progress Report

6. Other

a. Temporary Library Cards – a tutorial has been set up on Facebook

b. Re-Opening Plan – we will be following the State's phasing plans, as well as working with other libraries in the area in order to maintain consistency.

Sanitary procedures have been put in place.

i. Dropbox to open May 25-29

ii. Curbside services to begin June 1

VII. Committee Reports

1. Budget/Finance Committee

a. Next meeting Thursday, June 25 at 5:15 in library

2. Policy Committee

a. Next meeting Tuesday, June 9 at 3:00 in library

3. Building Maintenance Committee

a. Next meeting Thursday June 4 at 6:00 in library

4. District Expansion Committee

a. Next meeting to be determined

VIII. Public Comment

None

IX. Closed Session



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None

X. **Announcements**

1. Next meeting is June 16, 2020

XI. **Adjournment** The meeting adjourned at 9:05 pm