



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

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## Minutes of the Auburn Public Library District Board Meeting Meeting Date: June 16, 2020

**Call to Order:** A regular meeting of the Auburn Public Library District Board of Trustees was held online in Auburn, IL 62615, on June 16, 2020. The meeting convened at 7:07pm. 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 – absent
Jessica Lance - absent	

**Staff:** Kristi Lear, Amanda Kendall, Nicole Szymiski (all in library)

**Visitors:** none

- I. **Approval of Minutes:** A motion was made by Carrie Pillischafske to approve the minutes of the May 19, 2020 meeting.

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

**Motion Carried.**

- III. **Unfinished Business**

None

- IV. **New Business**

1. *Motion:* Moved by Carrie Pillischafske that the FY 2020-2021 Board of Trustees schedule be approved.

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



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Ashley Foster – yea

**Motion Carried.**

2. Assessment of non-resident fee

*Motion:* Moved by Lacy Strader that the non-resident fee be raised from \$57 to \$65 starting July 1, 2020.

Shirley Deheve – yea

Lacy Strader - yea

Carrie Pillischafske – yea

Jessica Lance - absent

Monica Garrett – absent

Jeffery Stutsman - yea

Ashley Foster – yea

**Motion Carried.**

3. Next steps in pandemic response

Monday, June 22 – curbside Monday-Friday 2:00-6:30

Monday, June 29 – if Illinois enters Phase 4, the library will open with limited services (“Quick Pick” shelf open at the front, but remaining stacks closed.

Patrons can request items). Close half an hour early to allow time for extra cleaning.

Monday, Tuesday, Thursdays 2:00-6:30

Wednesdays 10:00-6:30

Friday 10:00-4:30

Plexiglass face shields will be installed at the checkout counter, hand sanitizer provided, and the computers will be available by appointment only – limited to one hour. Furniture will be moved to storage.

Enforcement in due dates and fees will be looked at again in July.

**V. Treasurer’s Report**

1. Financial Reports

2. FY2020-2021 Budget

We will continue to look at the budget as we evaluate the adjusted funds from the State.

3. Property Tax Distribution Delays – a percentage of funds has been released, but not all.

**VI. Director’s Report**

1. Facility

a. Roof Update

A tarp has been placed to help prevent leaking in the men’s room. We will continue to keep in touch with Bolash.



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- b. Approval from city to paint a sidewalk obstacle course  
The city has approved a semi-permanent obstacle course on sidewalk around the library.
  - 2. Staff
    - a. All staff back, mostly regular schedule.
  - 3. Programming
    - a. Summer Reading Program Update
      - i. VIP story times – posted on Facebook once a week
      - ii. Science experiment and craft videos
      - iii. Summer reading badges will be awarded for a variety of tasks.
  - 4. Fundraising
    - a. Outdoor book sale will not be attempted at this time.
  - 5. Long Range Plan Progress Report – none to report at this time
  - 6. Other
    - a. Cards for Kids program  
Guarantees a free library card for any child out of district and below poverty line. We are waiting to hear guidance from the state library on income requirement.
- VII. Committee Reports**
  - 1. Budget/Finance Committee  
Discussed budget for the next fiscal year.
  - 2. Policy Committee  
Continued personnel policy.
  - 3. Building Maintenance Committee  
Finished the indoor/outdoor walkthrough.
  - 4. District Expansion Committee  
Did not meet at this time.
- VIII. Public Comment**

None
- IX. Closed Session**

None
- X. Announcements**
  - 1. Next meeting is July 21, 2020.
- XI. Adjournment** The meeting adjourned at 8:59 pm