**Minutes of the Auburn Public Library District Board Meeting**

**Meeting Date: November 17, 2020**

**Call to order:** A regular meeting of the Auburn Public Library District Board of Trustees was held via Zoom on November 17, 2020. The meeting convened at 7:07pm.

**Announcement from the president:**

“A Gubernatorial Disaster Proclamation was issued on May 29, 2020 due to the continued COVID-19 pandemic. In light of this proclamation, I find that an in-person meeting is not practical or prudent at this time.”

**Roll call to establish quorum:**

**Board Attendees:**

1. Shirley Deheve: present in library 4. Monica Garrett: present via Zoom
2. Carrie Pillischafske: present via Zoom 5. Jessica Lance: present via Zoom
3. Lacy Strader: present via Zoom 6. Jeffrey Stutsman: present via Zoom

**Staff:**

Kristi Lear, Library Director (present in library)

Amanda Kendall, Librarian (present in library)

Nicole Szymski, Library Aide (present in library)

**Visitors:** none

1. **Approval of minutes:** A motion was made by Carrie Pillischafske to approve the minutes of the October 20, 2020 meeting.

1. Shirley Deheve: yea 4. Monica Garrett: yea

2. Carrie Pillischafske: yea 5. Jessica Lance: yea

3. Lacy Strader: yea 6. Jeffrey Stutsman: yea

**Motion carried.**

A motion was made by Monica Garrett to approve the minutes of the October 27, 2020 meeting.

1. Shirley Deheve: yea 4. Monica Garrett: yea

2. Carrie Pillischafske: yea 5. Jessica Lance: yea

3. Lacy Strader: yea 6. Jeffrey Stutsman: yea

**Motion carried.**

1. **Consent Agenda**

*Motion:* Moved by Carrie Pillischafske that the Consent Agenda be approved.

1. Shirley Deheve: yea 4. Monica Garrett: yea

2. Carrie Pillischafske: yea 5. Jessica Lance: yea

3. Lacy Strader: yea 6. Jeffrey Stutsman: yea

**Motion carried.**

1. **Unfinished Business**
2. Amendment of bylaws changing trustee term length from six (6) years to four (4) years.

*Motion:* Moved by Lacy Strader that the Auburn Public Library District Bylaws, under Article III, Section 1 “Composition” be amended as such:

“The term for a Trustee shall be four (4) years.”

1. Shirley Deheve: yea 4. Monica Garrett: yea

2. Carrie Pillischafske: yea 5. Jessica Lance: yea

3. Lacy Strader: yea 6. Jeffrey Stutsman: yea

**Motion carried.**

1. **New Business**
2. Treasurer’s Bond

*Motion:* Carrie Pillischafske moved that the Treasurer’s Bond move from Country Companies to Cook and Kocher.

1. Shirley Deheve: yea 4. Monica Garrett: yea

2. Carrie Pillischafske: yea 5. Jessica Lance: yea

3. Lacy Strader: yea 6. Jeffrey Stutsman: yea

**Motion carried.**

1. **Treasurer’s Report**
2. Financial Reports
3. **Director’s Report**
4. Facility
   1. Starting November 18, the library will return to curbside services. Computer use will be by appointment only.
   2. The kitchen sink has been repaired.
   3. A wind storm popped off a piece of facia. A1 Roofing repaired the damage.

1. Programming
   1. Virtual Book Club

There was little interest in the chosen book last month. We will be transitioning to a "Bring Your Own Book” format, where participants can discuss what they are reading and make recommendations.

* 1. Virtual Story Time will resume during curbside service.
  2. The obstacle course is finished! Several community members have utilized it and commented positive feedback.
  3. A new Story Walk is up in the windows. There is a QR code attached to check out the book or view other books in the series.

1. Fundraising

Nothing new to report at this time.

1. Long Range Plan Progress Report
   1. Grants

We received all three grants previously applied for to upgrade equipment, purchase a UV sanitizing light to sanitize computer equipment, and update our Juvenile Non-Fiction section.

1. Other
   1. *Serving Our Public 4.0* Chapters 10-12

Programming: prior to the pandemic, Amanda was working with local preschools and Eastland Retirement Center.

We could eventually offer library instruction in schools.

We are working to create instructional videos during the shut-down.

*Motion:* Lacy Strader moved that the Director’s Report be approved.

1. Shirley Deheve: yea 4. Monica Garrett: yea

2. Carrie Pillischafske: yea 5. Jessica Lance: yea

3. Lacy Strader: yea 6. Jeffrey Stutsman: yea

**Motion carried.**

1. **Committee Report**
2. Budget/Finance Committee

Funding for a new roof will need to be accounted for in the budget.

1. Policy Committee

None

1. Building Maintenance Committee

The fund-matching grant to replace the roof is due in January.

1. District Expansion Committee

None

1. **Public Comment**

None

1. **Announcements**
2. There will be no meeting in December.
3. The next meeting is January 19, 2021
4. **Adjournment:** Carrie Pillischafske made a motion to adjourn the meeting at 8:04pm.

1. Shirley Deheve: yea 4. Monica Garrett: yea

2. Carrie Pillischafske: yea 5. Jessica Lance: yea

3. Lacy Strader: yea 6. Jeffrey Stutsman: yea

**Motion carried.**

1. **Closed Session**

*Motion:* Moved by Carrie Pillischafske to enter closed session at 8:04pm.

1. Shirley Deheve: yea 4. Monica Garrett: yea

2. Carrie Pillischafske: yea 5. Jessica Lance: yea

3. Lacy Strader: yea 6. Jeffrey Stutsman: yea

**Motion carried.**

Opened at 8:04pm 5 ILCS 120/2 (c1) The appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body or legal counsel for the public body, including hearing testimony on complaint lodged against an employee of the public body or against legal counsel for the public body to determine its validity.

Closed at 8:24pm.