

MORRISON-TALBOTT LIBRARY BOARD OF TRUSTEES

22 JUNE 2020 MINUTES

The Morrison-Talbott Library Board of Trustees met on Monday, 22 June 2020 at 6:31 p.m. in the library. President, Sharon Glessner presided. Trustees present included:

Vickie Gardner	P	Sharon Glessner	P	James Hopkins	A
Phillip Kelley	P	Andrew Mayer	P	Jared Nobbe	P
Kenneth Perkins	A	Judith Tomlinson	A	Rita Trantham	P

Others Present: Library Director Jamie Wratchford and Elaine Steingrubey

The meeting began with a tour of the building.

Vickie Gardner moved to approve the agenda. Jared Nobbe seconded the motion. Motion carried.

There was no public comment.

Andy Mayer made a motion to approve the Consent Agenda, including the minutes and financial reports from the May 2020 meeting and the June 2020 bills. Phill Kelley seconded the motion. Motion carried.

There was no Friends of the Library report.

Committee Reports:

Personnel: No report.

Budget and Finance: No report.

Building and Grounds: Sharon Glessner reported that the committee met on 16 June 2020, and did a walk-through of the building. The committee discussed and authorized moving forward with tinting the windows on the east side of the building to mitigate heat and glare as well as the new staff door for privacy. Also, due to deterioration of existing awnings on the east side of the building, the committee discussed and authorized moving forward with recovering the canvas awnings. The committee was impressed with the overall appearance and results of the project and excited to have the full Board tour the facility.

Bylaws and Long-Range Plan: Senate Bill 2125, signed into law in June 2020, clarifies and provides a list of factors required to conduct virtual meetings under the Open Meetings Act. A first reading of the amended bylaws occurred.

Col. Morrison Home: No report.

District Library: No report.

Ethics: No report.

Public Relations and Marketing: No report.

Technology: No report.

Directors Jamie Wratchford and Elaine Steingrubey updated the Board on the phased reopening of the library and related procedures due to CoVid-19. Curbside service is going well, and the library anticipates offering additional services soon.

The Board's officers serve a one-year term, which begins 1 July and expires 30 June. Each officer may hold the same position for two terms. Current officers are Sharon Glessner, President; Vickie Gardner, Vice-President and Andrew Mayer, Secretary-Treasurer. Sharon, Vickie and Andy are eligible to serve another term in their respective positions.

President, Sharon Glessner requested nominations from the floor. Jared Nobbe made a motion, seconded by Rita Trantham, to reelect the following slate of officers.

Sharon Glessner, President
Vickie Gardner, Vice-President
Andrew Mayer, Secretary-Treasurer

Vickie Gardner made the motion to update the Corporate Resolution to retain the requirement of two (2) signatures to endorse checks and orders for the payment of money or otherwise withdraw or transfer funds on deposit for this organization and to reflect the change in Library Director. Elaine Steingrubey is to be removed and Jamie Wratchford added. Andy Mayer seconded the motion. Motion carried.

Each year, the board must review the decision to offer non-resident cards for sale, the method for determining the cost of a non-resident card, and the cost of the card. Jared Nobbe made a motion that for the year beginning 1 July 2020 and ending 30 June 2021, the Morrison-Talbott Library shall participate in the non-resident card program, and that the fee for a non-resident card shall be determined by the General Mathematical Formula developed by the Illinois State Library. The fee for a non-resident card beginning 1 July 2020 and ending 30 June 2021 shall be \$95.00. Phill Kelley seconded the motion. Motion carried.

The Board reviewed the Application and Certificate for Payment #2 dated 10 June 2020 in the amount of \$194,949.00. The Application includes approved change orders and a 10% retainage, and has been certified by Architect Mike Schneider of Quadrant Designs, Inc. Andy Mayer moved to approve and pay Application and Certificate for Payment #2 dated 10 June 2020 in the amount of \$194,949.00. Jared Nobbe seconded the motion. Motion carried.

The Board reviewed the invoice from Secure One Self for the demolition and reinstallation of the fire alarm system. Phill Kelley made a motion, seconded by Rita Trantham, to pay the invoice from Secure One Self.

President Sharon Glessner congratulated Elaine Steingrubey on her upcoming retirement and thanked her for her years of service.

The next Morrison-Talbott Library Board of Trustees regular meeting is scheduled for Monday, 27 July 2020 at 6:30 p.m. in the library. Andy Mayer made a motion, seconded by Vickie Gardner to adjourn the meeting. Motion carried. Meeting adjourned at 7:32 p.m.