

MORRISON-TALBOTT LIBRARY BOARD OF TRUSTEES

22 MARCH 2021 MINUTES

The Morrison-Talbott Library Board of Trustees met on Monday, 22 March 2021 at 6:33 p.m. in the library and via Zoom. President, Sharon Glessner presided. Trustees present included:

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

Others Present: Jamie Wratchford, Library Director

Andy Mayer moved to approve the agenda. Jim Hopkins seconded the motion. Motion carried with Gardner, Glessner, Mayer, Hopkins, Nobbe and Trantham voting “aye.”

There was no public comment.

Jared Nobbe made a motion, seconded by Andy Mayer, to approve the consent agenda. Motion carried with Gardner, Glessner, Mayer, Hopkins, Nobbe and Trantham voting “aye.”

The Friends of Morrison-Talbott Library have reported no news to Jamie; Sherri Tjemmes will return to a future board meeting with an update.

Jamie highlighted several key points from the Librarian’s Report. The presentation for the first round of judging for the Governor’s Hometown Award went well on 16 March. Final reports have been submitted to the Illinois State Library for the Live & Learn Construction Grant, and Fitzgibbons has been paid in full. Fitzgibbons will return to install (2) door-stoppers soon and to install the handrail on the staircase in the future. The FY 21 Per Capita Grant application, annual Library Certification and ILLINET Traffic Survey have all been completed. An employment offer was made to Karen Toenjes, who will begin as our new Circulation Assistant on 26 March. Jamie referred trustees to her written report which details all work in progress.

Sharon stated that the Personnel and Budget & Finance Committees will need to meet in April to prepare for the Board’s vote on the library’s annual budget. Jamie will reach out to committee members to establish meeting dates/times.

Committee Reports:

Budget and Finance: No report

Building and Grounds: No report

Bylaws and Long-Range Plan: Several policies have been emailed to committee members for review and input, including a Security Camera Policy, an Exam Proctoring Policy and a Collection Management & Materials Selection Policy with 4 Addendums. Committee members will email Jamie with input; trustees will then receive, via the committee, policies to review and approve at the next month’s board meeting.

Col. Morrison Home: No report

District Library: No report

Ethics: No report
Public Relations and Marketing: No report
Technology: No report
Personnel: No report

Sharon reviewed that the trustee terms of Ken Perkins, Rita Trantham and Phill Kelley will expire on 30 June 2021. Both Rita and Ken have agreed to continue their service to the library thus far. Sharon also advised trustees that the positions of President, Vice President and Secretary/Treasurer will be open as of 30 June 2021, as all current officers have fulfilled their 2-year terms.

On the topic of temporary library cards, Jamie shared that some people come to use the library whose circumstances do not fall within the library's standard resident or non-resident library card policies, such as seasonal or temporary residents, homeless or transient people, and those who qualify for the state's new mandated free non-resident cards for some disabled veterans and their spouses as well as juveniles who qualify for free/reduced lunches using the USDA guidelines. Jamie will research options for library cards and draft a Library Card Policy for the BLR Committee to review and recommend.

Sharon shared with trustees that the board should host a retirement dinner for Elaine Steingrubey. Due to the pandemic, all group activities were not allowed due to mandated restrictions by the state, so no gathering, dinner, open-house or recognition could be held at the time of Elaine's retirement 30 June 2020. Vickie Gardner stated that she contacted Annbriar Golf Course, who will allow us to use a dining room at their facility for a socially-distanced dinner. Several potential dates were selected; Sharon will reach out to Elaine regarding dates, and Vickie will confirm availability with Annbriar. Jared Nobbe made a motion, seconded by Andy Mayer, to move forward with planning a retirement dinner for Elaine. Motion passed with Gardner, Glessner, Mayer, Hopkins, Nobbe and Trantham voting "aye."

In regards to a gift for Elaine in recognition of her years of service to the library, Vickie will obtain a gift from the board with funds collected from the trustees. Also, the library would like to gift Elaine a Mary Talbott painting, which hung in Elaine's office. Jim Hopkins made a motion, seconded by Vickie Gardner, to gift the painting to Elaine. Motion passed with Gardner, Glessner, Mayer, Hopkins, Nobbe and Trantham voting "aye."

The next Morrison-Talbott Library Board of Trustees regular meeting is scheduled for Monday, 26 April 2021 at 6:30 p.m. in the library and via Zoom. Andy Mayer made a motion, seconded by Jim Hopkins, to adjourn the meeting. Motion carried with Gardner, Glessner, Mayer, Hopkins, Nobbe and Trantham voting "aye." Meeting adjourned at 6:57 p.m.