

# MORRISON-TALBOTT LIBRARY BOARD OF TRUSTEES

## 25 APRIL 2022 MINUTES

The Morrison-Talbott Library Board of Trustees met on Monday, 25 April 2022 at 6:31 p.m. in the library and via Zoom. President Ken Perkins presided. Trustees present included:

Vickie Gardner P  
Phillip Kelley A  
Kenneth Perkins P

Sharon Glessner P  
Andrew Mayer P  
Judith Tomlinson A

James Hopkins P  
Jared Nobbe P  
Rita Trantham P

Others Present: Jamie Wratchford, Library Director.

As there were no amendments, Andy Mayer moved to approve the agenda. Vickie Gardner seconded the motion. Motion carried with Gardner, Perkins, Glessner, Mayer, Hopkins, Nobbe and Trantham voting “aye.”

There was no public comment.

Sharon Glessner made a motion, seconded by Jared Nobbe, to approve the consent agenda including the minutes from the 28 March 2022 meeting, April 2022 bills and March 2022 financial reports. Motion carried with Gardner, Perkins, Glessner, Mayer, Hopkins, Nobbe and Trantham voting “aye.”

There was no report from the Friends of the Library.

From her Director’s Report, Jamie highlighted circulation and attendance statistics for March 2022, a FEMA Covid Grant, a gift from the ROE and the beginnings of a “Library of Things,” to include a seed library and a baking library.

Committee Reports:

Personnel and Budget & Finance: On 25 April 2022, the Personnel and Budget & Finance Committees held a joint meeting to discuss FY 23 personnel and budget concerns. After some discussion, Sharon Glessner made a motion to adopt the FY 23 personnel plan and budget, seconded by Vickie Gardner. Motion carried with Gardner, Perkins, Glessner, Mayer, Hopkins, Nobbe and Trantham voting “aye.”

Building and Grounds: No Report

Bylaws and Long-Range Plan: Trustees reviewed for a second reading an updated Community Meeting Room Policy. After some discussion, Andy Mayer made a motion, seconded by Vickie Gardner, to adopt the updated Community Meeting Room Policy. Motion carried with Gardner, Perkins, Glessner, Mayer, Hopkins, Nobbe and Trantham voting “aye.” Trustees also reviewed for a second reading a new Severe Weather and Emergency Closing Policy. Sharon Glessner made a motion to adopt the new Severe Weather and Emergency Closing Policy. After Vickie Gardner seconded the

motion, the motion carried with Gardner, Perkins, Glessner, Mayer, Hopkins, Nobbe and Trantham voting “aye.” Finally, Jamie introduced a new Breastfeeding Policy. With this new policy, the library strives to be a breastfeeding-friendly public space and recognizes that the right to breastfeed in public is protected by law in the state of Illinois. Trustees will further review this new policy and vote on its adoption at their regular May 2022 meeting.

Col. Morrison Home: No Report

District Library: No Report

Ethics: No Report

Public Relations and Marketing: No Report

Technology: No Report

In new business, trustees discussed that the library’s current definition of a full-time employee is one who works 40 hours per week. After researching other IHLS member libraries, who categorize full-time as anywhere from 32-40 hours per week, Jamie recommends reducing the library’s definition of full-time to 35 hours, allowing the library to fill staff positions and offer a comprehensive benefit package to those employees at 35 hours. After discussing the benefits and costs of this move, Jared Nobbe made a motion, seconded by Andy Mayer, to adopt 35 hours per week as the new requirement for a full-time employee. Motion passed with Gardner, Perkins, Glessner, Mayer, Hopkins, Nobbe and Trantham voting “aye.”

President Ken Perkins reviewed with the full board the library’s proposed FY 23 personnel plan and budget considerations. Jamie answered questions regarding the library’s newly-completed organizational chart and job survey. After some discussion, Andy Mayer made a motion to adopt the FY 2022-2023 budget as prepared by Jamie and recommended by the joint meeting of the Personnel and Budget & Finance committees. Sharon Glessner seconded the motion, and the motion carried with Gardner, Perkins, Glessner, Mayer, Hopkins, Nobbe and Trantham voting “aye.”

The next Morrison-Talbott Library Board of Trustees regular meeting is scheduled for Monday, 23 May 2022 at 6:30 p.m. in the library. With no further business to conduct, Jared Nobbe made a motion, seconded by Vickie Gardner, to adjourn the meeting. Motion carried and meeting adjourned at 7:00 p.m.