

# MORRISON-TALBOTT LIBRARY BOARD OF TRUSTEES

## 25 JULY 2022 MINUTES

The Morrison-Talbott Library Board of Trustees met on Monday, 25 July 2022 at 6:32 p.m. in the library and via Zoom. President Ken Perkins presided. Trustees present included:

Vickie Gardner P  
Phillip Kelley P  
Kenneth Perkins P

Sharon Glessner P  
Andrew Mayer P  
Connie Lutz P

James Hopkins P  
Jared Nobbe A  
Rita Trantham P

Others Present: Jamie Wratchford, Library Director; Mike Schneider, Quadrant Design.

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

There was no public comment.

At this time, President Ken Perkins administered the Library Board of Trustees Oath of Office to new library trustee, Connie Lutz. Connie’s term as trustee will run from 1 July 2022 to 30 June 2025.

Andy Mayer made a motion, seconded by Vickie Gardner, to approve the consent agenda including the minutes from the 27 June 2022 meeting, July 2022 bills and June 2022 financial reports. Motion carried with Gardner, Kelley, Perkins, Glessner, Mayer, Lutz, Hopkins and Trantham voting “aye.”

There was no report from the Friends of the Library.

### Committee Reports:

Personnel and Budget & Finance: No Report  
Building and Grounds: No Report

Bylaws and Long-Range Plan: Trustees reviewed and conducted a second reading of a revised Bereavement Policy, necessary due to the state’s implementation of Public Act 102-1050, or the Family Bereavement Leave Act. After some discussion, Vickie Gardner made a motion, seconded by Connie Lutz, to approve the amended Bereavement Policy. Motion passed with Gardner, Kelley, Perkins, Glessner, Mayer, Lutz, Hopkins and Trantham voting “aye.”

Col. Morrison Home: Mike Schneider of Quadrant Design addressed the board regarding the damage discovered at the Col. Morrison Home on 18 July 2022. A portion of the ceiling in the 2<sup>nd</sup> floor restroom collapsed due to suspected water infiltration, possibly related to the exterior gutters. Mike explained the historic gutter trough system on the home, then shared photos that he had taken leaning out the 3<sup>rd</sup> floor dormer above the guttering system when he met Joiner Sheet Metal and Roofing to assess the damage on 20 July. The rubber lining in the sheet metal trough, installed in

approximately 2006, has severely deteriorated and the gaps in the metal sections have expanded, allowing water to leak down the walls. As a repair, Joiner proposes power washing the existing trough, patching seams, priming as needed then applying a rubberized base and top coat at a quoted cost of \$9,437. Phill Kelley also met H&H Gutter Systems at the home to obtain a second opinion on 27 July. From his initial assessment, H&H recommended a possible alternative solution, which would include laying a new aluminum trough over the existing sheet metal system. He offered to return at a later date to climb up on the roof to check for damage that could not be seen from the dormer, and stated H&H would prepare a bid at that time. Trustees agreed that H&H should come back to view the damage from the rooftop to submit a second bid. Phill Kelley agreed to contact H&H to schedule a return visit.

After this discussion, Mike Schneider left the meeting at 7:13 p.m.

District Library: No Report  
Ethics: No Report  
Public Relations and Marketing: No Report  
Technology: No Report

In unfinished business, trustees reviewed the specifics of Public Act 102-0843, which amends the Illinois Local Library Act Section 4-7, effective 13 May 2022, with the following verbiage: "The board may adopt regulations waiving the nonresident fee for persons under the age of 18." Jamie provided numerous examples of Intergovernmental Agreements that have been executed by local public libraries and school districts to deliver library service to the students of the school district. Jamie will reach out to several libraries for feedback on their agreements before proposing a recommendation to the board.

Next, trustees revisited the topic of providing library cards to daycares located within the city limits of Waterloo, as requested by one of Waterloo's local daycares. Trustees determined that daycare cards could be issued under the following circumstances: the daycare must be located within the city limits of Waterloo; the financially-responsible party (ie, owner) of the daycare must sign an agreement accepting responsibility for fines and fees; the library card is not to be used for personal borrowing; and, the card is valid for a period of one-year, renewable at the onset of each new school year. Sharon Glessner made the motion to approve daycare cards with the above policy, seconded by Andy Mayer. Motion passed with Gardner, Kelley, Perkins, Glessner, Mayer, Lutz, Hopkins and Trantham voting "aye."

In new business, Jamie reviewed costs associated with snow removal the past two years and shared a bid received by Linnemann Lawn Service for the upcoming FY 22-23 snow season. Due to increased costs, trustees agreed additional bids should be sought.

Ken Perkins reviewed the list of current Standing Committees with trustees, as those committees will be reviewed at the August board meeting. Ken asked all trustees to let him know where their interests lie prior to his appointments.

Finally, Ken Perkins shared with trustees that City of Waterloo Mayor Smith plans to attend the next board meeting to present a plaque of appreciation to Judith Tomlinson for her 43 years of service to the library as a trustee.

The next Morrison-Talbott Library Board of Trustees regular meeting is scheduled for Monday, 22 August 2022 at 6:30 p.m. in the library. With no further business to conduct, Phill Kelley made a motion, seconded by Sharon Glessner, to adjourn the meeting. Motion carried and the meeting adjourned at 7:52 p.m.