MORRISON-TALBOTT LIBRARY BOARD OF TRUSTEES

27 November 2023 MINUTES

 The Morrison-Talbott Library Board of Trustees met on Monday, 27 November 2023 at 6:30 p.m. in the library. President Andy Mayer presided. Trustees present included:

Tina Charron P Sharon Glessner P Amy Grandcolas P

Phillip Kelley A Connie Lutz P Andrew Mayer P

Katie Osterhage P Kenneth Perkins P Rita Trantham P

Others Present: Jamie Wratchford, Library Director

 Ken Perkins made a motion to approve the meeting agenda. Motion seconded by Sharon Glessner. Motion carried.

 There was no public comment.

With no questions, Connie Lutz made a motion, seconded by Amy Grandcolas, to approve the consent agenda. Motion carried.

 Jamie reviewed items from her Librarian’s report. Several facility projects require attention. The team is busy preparing programming and services for the winter season.

 In unfinished business, trustees reviewed verbiage of an Emergency Succession Plan (policy 3-90). Amy Grandcolas made a motion, seconded by Connie Lutz, to adopt the policy as written. Motion carried.

 Jamie reviewed proposed changes to the Employee Handbook, including a new policy on nepotism, a revision to the holiday policy, specifically July 4th, and revisions to the library’s paid time off policy due to the Paid Leave for All Workers Act in Illinois, which becomes effective 1 January 2024. After some discussion, Sharon Glessner made a motion to approve changes. Amy Grandcolas seconded the motion. Motion carried.

 Trustees reviewed proposed changes to the Library Card Policy (policy 4-05), which would allow ESL students temporary access to MTL’s language-learning e-resources. A second reading and vote will occur at the January 2024 meeting.

 Trustees reviewed and discussed Chapters 9-13 of *Serving Our Public 4.0: Standards for Illinois Public Libraries.* MTL’s Per Capita Grant application will be filed in January.

 Trustees were reminded that the library’s annual lease of our parking lot is due. Randy Rudloff will be paid $2400 by 1 December 2023.

 Tina Charron stated that the City of Waterloo is unable to provide snow removal services to the library. Jamie confirmed that the contract with Linnemann Lawncare has been signed for the 23-24 winter season. Tina also pointed out that the library board’s meeting for May 2024 is scheduled on Memorial Day. Trustees will vote on a revised date for the May 2024 meeting at their next meeting in January 2024.

 The next Morrison-Talbott Library Board of Trustees regular meeting is scheduled for Monday, 22 January 2024 at 6:30 p.m. in the library. With no further business to conduct, Ken Perkins made a motion, seconded by Connie Lutz, to adjourn the meeting. Motion passed. Meeting adjourned at 7:06 p.m.