

## Elizabeth Titus Memorial Library Board of Trustees Minutes

### 1. Call to Order

- Meeting called to order by: Erin Wade (President)
- Meeting Location: ETML Event Room (to observe social distancing)
- Meeting Date: 08-25-2020
- Time of Call to Order: 16:30

### 2. Roll Call

- Officers in Attendance: Erin Wade (President), Ann Short (Vice-President), Lynn Elder (Treasurer)
- Trustees in Attendance: Ellen Feeler, Nancy Elder, Kathie Price
- Trustees Absent: Mike McLaughlin (Secretary), Jennifer Love
- City Employees in Attendance: Michelle Nolen (Library Director)

### 3. Review/Approve minutes of previous board meeting:

- Date of previous minutes: 07-28-2020
- Motion made to: Approve minutes as presented
- Motion made by: Lynn Elder
- Motion Seconded by: Ellen Feeler
- Aye Votes: Erin Wade, Kathie Price, Ellen Feeler, Nancy Elder, Lynn Elder, Ann Short
- Opposed Votes: None
- Result: Motion Carried

### Review/Approve minutes of previous special board meeting:

- Date of previous minutes: 08-06-2020
- Motion made to: Approve minutes as presented
- Motion made by: Ann Short
- Motion Seconded by: Nancy Elder
- Aye Votes: Erin Wade, Kathie Price, Ellen Feeler, Nancy Elder, Lynn Elder, Ann Short
- Opposed Votes: None
- Result: Motion Carried

### 4. Approve/Disapprove Treasurer's report and payment of bills:

- Motion made to: Approve treasurer's report and payment of bills
- Motion made by: Ann Short
- Motion Seconded by: Nancy Elder
- Aye Votes: Erin Wade, Kathie Price, Ellen Feeler, Nancy Elder, Lynn Elder, Ann Short
- Opposed Votes: None

- Result: Motion Carried

5. Public forum acknowledgement:

- None present

6. Librarian's report:

- Presented by: Michelle Nolen (Library Director)

Discussions:

- Parking lot done
- Tuckpointing around the building will happen during the next fiscal year
- Doors can get done now
- Interviews will be happening for the open positions
- Homeschool group is going to be meeting outside for as long as possible
- Pre-K is a small group and will be meeting inside, spread out
- Summer reading numbers: 200 for younger kids; 33 for YA, between the two magic shows 256 participated!
- Herald & Review is coming in the mail
- Lockers outside are getting good use
- A mentoring student from SHS may or may not be happening; started, but may have had a different opportunity
- Raises for PT, FT are on hold for now
- Lost radio spot (tower is now gone and opportunity went away)

- Motion made to: Approve librarian's report
- Motion made by: Ann Short
- Motion Seconded by: Ellen Feeler
- Aye Votes: Erin Wade, Kathie Price,  
Ellen Feeler, Nancy Elder, Lynn Elder, Ann Short
- Opposed Votes: None
- Result: Motion Carried

7. Old business:

- Recommend Karen Reed as new board member
- Motion made to: Approve Karen Reed new board member for mayor  
to take before the City Council for their approval
- Motion made by: Nancy Elder
- Motion Seconded by: Kathie Price
- Aye Votes: Erin Wade, Kathie Price,  
Ellen Feeler, Nancy Elder, Lynn Elder, Ann Short

- Opposed Votes: None
- Result: Motion Carried

8. New business:

- Set Special Meeting date to hire new Barcoder/Technical Processor and new Assistant Director
- Motion made to: Approve Special Meeting Date for Sept 1, 2020, 4:30 for hiring new positions
- Motion made by: Ann Short
- Motion Seconded by: Ellen Feeler
- Aye Votes: Erin Wade, Kathie Price, Ellen Feeler, Nancy Elder, Lynn Elder, Ann Short
- Opposed Votes: None
- Result: Motion Carried

9. Training/Per Capita Grant Board Requirements:

- Review new Standards for Illinois Public Libraries 4.0

10. Other Business and/or Trustee Comments

-none

11. Adjournment:

- Motion made to: Adjourn
- Motion made by: Lynn Elder
- Motion Seconded by: Ellen Feeler
- Aye Votes: Erin Wade, Kathie Price, Ellen Feeler, Nancy Elder, Lynn Elder, Ann Short
- Opposed Votes: None
- Result: Motion Carried

Meeting adjourned at: 16:47

These minutes respectfully submitted by:

Erin Wade (Acting Secretary)