

Elizabeth Titus Memorial Library Board of Trustees Minutes

1. Call to Order

- Meeting called to order by: Ann Short (Acting President)
- Meeting Location: Elizabeth Titus Memorial Library Board Room
- Meeting Date: 12-22-2020
- Time of Call to Order: 4:30 pm

2. Roll Call

- Officers in Attendance: Ann Short (Acting President)
- Trustees in Attendance: Ellen Feeler, Jennifer Love, Kathie Price, Nancy Elder, Karen Reed
- City Employees in Attendance: Michelle Nolen (Library Director)

3. Review/Approve minutes of previous board meeting:

- Date of previous minutes: 11-24-2020
- Motion made to: Approve minutes as presented
- Motion made by: Nancy Elder
- Motion Seconded by: Karen Reed
- Aye Votes: Ellen Feeler, Jennifer Love, Kathie Price, Ann Short
- Opposed Votes: None
- Result: Motion Carried

4. Approve/Disapprove payment of bills:

- Motion made to: Approve payment of bills
- Motion made by: Kathie Price
- Motion Seconded by: Ellen Feeler

- Aye Votes: Jennifer Love, Ann Short, Nancy Elder, and Karen Reed
- Opposed Votes: None
- Result: Motion Carried

5. Public forum acknowledgement:

- None present

6. Librarian's report:

- Presented by: Michelle Nolen (Library Director)
- A. All programming is virtual
- B. Handicap doors installed. Electricity not ran yet.
- C. Curbside until further notice, providing copies and fax services
Mon-Thurs 10-6, Friday 10-5, and Saturday 10-1
- D. Closed the 24th and 25th for Christmas
Open Saturday the 26th
Closed the 31st and 1st for New Years
Open Saturday the 2nd

Discussions: None

- Motion made to: Approve librarian's report
- Motion made by: Jennifer Love
- Motion Seconded by: Kathie Price
- Aye Votes: Ellen Feeler, Ann Short, Karen Reed, and Nancy Elder
- Opposed Votes: None
- Result: Motion Carried

7. Old business:

- No old business

8. New business:

- The Circulation Policy was presented
- Motion Made to: Approve the Circulation Policy as presented
- Motion made by: Ellen Feeler
- Motion Seconded by: Nancy Elder
- Aye Votes: Jennifer Love, Kathie Price, Karen Reed, and Ann Short
- Opposed Votes: None
- Result: Policy Approved

9. Other business:

Reviewed Chapters 7 & 8 of the Standards for Illinois Public Libraries (Serving Our Public 4.0).

10. Adjournment:

- Motion made to: Adjourn
- Motion made by: Nancy Elder
- Motion Seconded by: Karen Reed
- Aye Votes: Ann Short, Kathie Price, Jennifer Love, and Ellen Feeler
- Opposed Votes: None
- Result: Motion Carried

Meeting adjourned at: 4:47

These minutes respectfully submitted by:

Michelle Nolen (Library Director)

