

Library Board Meeting October 19, 2021

Meeting called to order at 6:11 p.m.

Members present: Connie Mathis, Jill Tegethoff, Patti Wittenauer, Charlene Butcher, and Jamie Wildermuth

Members absent: Rick Cicardi, Londa Campbell

Staff Present: Alex Fisher

Secretary's Report: Patti makes a motion to approve the secretary's report, Connie seconded it

Treasurer's Report: Live and Learning \$3,879.14 beginning balance, Debits made \$311.32, Ending balance of \$3,567.82

General Fund: Beginning Balance \$40,706.28, Credit \$249, Debits \$3961.80, Interest \$0.65, Ending balance \$36,994.13

Jamie makes a motion to approve the treasurer's reports, and Jill seconded

Director's Report: Story time programs have been going well. Sarah has been in charge and doing well. Good attendance in August but the last few months attendance has dwindled because of scheduling conflicts.

Tyler Hinds will be here Friday 10/22 at 5 pm to give a presentation on the paranormal. His wife will be providing coloring activities for the kids.

The library is participating in the business trick-or-treat at the grade school next week.

Illinois Humanities grant received in the amount of \$5000. It can be spent on anything, but one item can't be spent on more than half the amount. Alex wants to use funds to purchase a new black and white printer for use by the public.

We were also awarded a State Library Grant in the amount of \$7,564 to be used for Zoom Pro, the movable wall, and staff laptops. We must purchase those items first

and then send the invoices in to be reimbursed for our purchases. Alex hasn't done this yet because he was waiting on board approval.

We had 24 participants in a wifi survey. 22 participants said they would be interested in using it and two said they would not be interested. We have been awarded the funds to use for 9 months of hotspot services.

Time is up for our Live and Learn grant in which we purchased new flooring, a children area rug, floor mats, anti-fatigue mat, carpet, and cleaner. We sent a check back for around \$3,000 back to the state and the account has been closed.

Minimum wage is going up at the beginning of next year to \$12/hr.

Connie makes a motion to accept the director's report, Patti seconded the motion

Old Business: None

New Business: Alex got in contact with Verizon about hotspots. Everything will be covered for 9 months, but must sign a 12 month contract, but can suspend the account for the 3 months so we don't have to make payments. We are looking at 3 devices with unlimited data.

Concerns with getting the devices back and the staff managing them. How can we keep track of hotspots? Should we charge a deposit up front before a hotspot leaves the premises? How much does a month's bill of these 3 hotspots cost for us? It will be around \$30 per hotspot per month. It will cost us more to replace the devices than usage costs. Alex is going to wait to find out more information on how other libraries are handling it. We are tabling this for now.

Library Policy Review: If staff were to get sick with Covid, do any of them get paid during their time while they are off sick. Check with the health department on what the protocol would be if one of the staff members gets Covid. Some libraries are only paying full time employees when they are off, but not part time employees. Other libraries are only paying those for time off if they are vaccinated, but not those unvaccinated.

If you have been exposed, you need to contact the health department about testing and quarantine. You will be paid for time off.

Read your Chapters for the Illinois Public Libraries

Changes need to be made to the policy manual to bring them up to date. Old hours need to be changed to updated hours and indicated changes need to be made at the top.

Staff Wages: Sarah and David will receive the minimum wage at the first of the year. We can discuss raising Alex's wages or table it for next month's meeting. Alex will contact Rick to see when his schedule is free to schedule a special board meeting.

Jill makes a motion to close the session and go into executive session, and Connie seconded. Closed session at 7:20 p.m.

Jamie makes a motion to enter back into regular session, and Patti seconded it. Regular session back open at 7:29 p.m.

Unanimous vote in favor of the raises. Sarah and David will be paid \$12/hr during the first pay period of 2022. Alex will be paid \$16/hr during the first pay period of 2022.

Patti makes a motion to adjourn the meeting, and Jill seconded the motion.

Meeting adjourned at 7:36 p.m.