

Board Meeting Minutes

November 19, 2020

In Person: 109 S Main St, Smithton IL 62285
Held virtually via Zoom: <https://us02web.zoom.us/j/81316612516>

By Telephone: 1-312-626-6799 | Meeting ID: 813 1661 2516

It is determined by Smithton Public Library District Board of Trustees Board President Ronald Mense that due to the in-person gathering restrictions of St. Clair County's Phase 3 Reopening Plan, this meeting will be held both in person and virtually. In accordance with P.A. 100-0640 (SB 2135), all voting will be done by roll-call.

The meeting was recorded.

1. Call to order / Roll Call

The meeting was called to order by President Ron Mense at 7:06 p.m. with the following Board Members present via Zoom: Brett Clasquin, Ron Mense, Donna Reifschneider, Julie Crosby, Tony Gilbreth, and Steve Jines. Board Member Ann Hart was absent. Present in person (and via Zoom) were Library Director, Jenna Dauer, and Recording Secretary, Linda Hill.

2. Citizen Comment

There were no citizen comments at this time.

3. Approval of Minutes

A motion to approve the October 15, 2020 Board Minutes with the correction of Board Member Brett Clasquin's name was made by Brett Clasquin and seconded by Tony Gilbreth.

A roll call vote was taken:

Brett Clasquin	Aye
Julie Crosby	Aye
Tony Gilbreth	Aye
Ann Hart	Absent
Steve Jines	Aye
Ron Mense	Aye
Donna Reifschneider	Aye

The motion was passed with all in favor.

4. Communications

Details of the "Live and Learn" Construction Grant were received.

5. Treasurer's report/Approval of bills

A motion to approve the October Treasurer's report and bills was made by Tony Gilbreth and seconded by Julie Crosby.

A roll call vote was taken:

Brett Clasquin	Aye
Julie Crosby	Aye
Tony Gilbreth	Aye
Ann Hart	Absent
Steve Jines	Aye
Ron Mense	Aye
Donna Reifschneider	Aye

The motion was passed with all in favor.

6. The Librarian's Report

The settlement sheet for 11/10/2020 was received. Re-opening plans were discussed. The Staff Christmas party plans were reviewed. Current and upcoming events were highlighted and Library usage and statistics charts were examined.

A motion accept the Librarian's report was made by Donna Reifschneider and seconded by Steve Jines.

A roll call vote was taken:

Brett Clasquin	Aye
Julie Crosby	Aye
Tony Gilbreth	Aye
Ann Hart	Absent
Steve Jines	Aye
Ron Mense	Aye
Donna Reifschneider	Aye

The motion was passed with all in favor.

7. Old Business

7.1 Other

There was no old business to discuss at this time.

8. New Business

8.1 Phased Reopening Plans/DISCUSSION & APPROVAL

A motion to accept the Director’s proposed reopening plan was made by Steve Jines and seconded by Brett Clasquin.

A roll call vote was taken:

Brett Clasquin	Aye
Julie Crosby	Aye
Tony Gilbreth	Aye
Ann Hart	Absent
Steve Jines	Aye
Ron Mense	Aye
Donna Reifschneider	Aye

The motion was passed with all in favor.

8.2 Ordinance 20-06: *Special Reserve Fund Ordinance* / DISCUSSION & ADOPTION

A motion to approve Ordinance 20-06: *Special Reserve Fund Ordinance* was made by Donna Reifschneider and seconded by Julie Crosby.

A roll call vote was taken:

Brett Clasquin	Aye
Julie Crosby	Aye
Tony Gilbreth	Aye
Ann Hart	Absent
Steve Jines	Aye
Ron Mense	Aye
Donna Reifschneider	Aye

The motion was passed with all in favor.

8.3 Ordinance 20-07: *Special Reserve Fund Plan Ordinance* / DISCUSSION & ADOPTION

A motion to approve Ordinance 20-07: *Special Reserve Fund Plan Ordinance* was made by Donna Reifschneider and seconded by Tony Gilbreth.

A roll call vote was taken:

Brett Clasquin	Aye
Julie Crosby	Aye
Tony Gilbreth	Aye
Ann Hart	Absent
Steve Jines	Aye
Ron Mense	Aye
Donna Reifschneider	Aye

The motion was passed with all in favor.

8.4 LED Sign – Replacement (funding the project) /DISCUSSION & APPROVAL

A motion to approve the funding of the LED sign with 20% from Safety (Risk Management and Liability Contingency funds) and the remainder from the Special Reserve Fund, was made by Tony Gilbreth and seconded by Julie Crosby.

A roll call vote was taken:

Brett Clasquin	Aye
Julie Crosby	Aye
Tony Gilbreth	Aye
Ann Hart	Absent
Steve Jines	Aye
Ron Mense	Aye
Donna Reifschneider	Aye

The motion was passed with all in favor.

8.5 FY21 Working Budget Revisions / DISCUSSION & APPROVAL

A motion to approve revisions in the FY21 Working Budget as outlined by the Director was made by Steve Jines and seconded by Brett Clasquin.

A roll call vote was taken:

Brett Clasquin	Aye
Julie Crosby	Aye
Tony Gilbreth	Aye
Ann Hart	Absent
Steve Jines	Aye
Ron Mense	Aye
Donna Reifschneider	Aye

The motion was passed with all in favor.

8.6 FY21 Per Capita Grant Requirement – *Serving Our Public 4.0*: Chapter 11 (“Youth/Young Adult Services”); Chapter 12 (“Technology”); and Chapter 13 (“Marketing, Promotion, and Collaboration”) Discussion.

The Director reviewed the pertinent chapters.

8.7 Internet Hotspot Lending Policy/ DISCUSSION & APPROVAL

After discussion, the Board decided not to revise the policy at this time.

8.8 Bi-annual Review of Closed Session Minutes / REVIEW & APPROVAL

A motion to leave the closed session minutes closed was made by Donna Reifschneider and seconded by Steve Jines.

A roll call vote was taken:

Brett Clasquin	Aye
Julie Crosby	Aye
Tony Gilbreth	Aye
Ann Hart	Absent
Steve Jines	Aye
Ron Mense	Aye
Donna Reifschneider	Aye

The motion was passed with all in favor.

8.9 Other

There was no other new business at this time.

Smithton Public Library District November 19th 2020 minutes, cont.

9. Board Concerns

There were no Board Concerns at this time.

10. Announcements

The next Smithton PLD Board Meeting will be Thursday, January 21, 2021, at 7 pm. There will be no December meeting.

11. Adjournment

A motion to adjourn was made by Steve Jines and seconded by Brett Clasquin.

A roll call vote was taken:

Brett Clasquin	Aye
Julie Crosby	Aye
Tony Gilbreth	Aye
Ann Hart	Absent
Steve Jines	Aye
Ron Mense	Aye
Donna Reifschneider	Aye

The motion passed with all in favor and the meeting was adjourned at 8:25 pm.

Respectfully submitted,

Linda Hill
Recording Secretary