

SMITHTON PUBLIC LIBRARY DISTRICT

Board Meeting Minutes

January 21st, 2021

Virtually via Zoom: <https://us02web.zoom.us/j/81145921593>

By Telephone: 1-312-626-6799 | Meeting ID: 811 4592 1593

The meeting was recorded.

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 Reopening Plan, this meeting will be held virtually. In accordance with P.A. 100-0640 (SB 2135), all voting will be done by roll call.

1. Call to Order/Roll Call

The meeting was called to order by President, Ron Mense, at 7:04 p.m. with the following Board Members present via Zoom: Julie Crosby, Ron Mense, Tony Gilbreth, Steve Jines, & Donna Reifschneider. Board Member Brett Clasquin joined the meeting via Zoom later. Present onsite were Library Director, Jenna Dauer, and Recording Secretary, Linda Hill. Ann Hart was absent.

2. Citizen Comment

There was no citizen comment at this time.

3. Approval of Minutes

Minutes from the November 19th, 2020 board meeting were reviewed.

A motion to approve the minutes was made by Tony Gilbreth and seconded by Steve Jines.

A roll call vote was taken:

Crosby:	Aye
Clasquin:	Absent
Gilbreth:	Aye
Hart:	Absent
Jines:	Aye
Mense:	Aye
Reifschneider:	Aye

The motion passed.

4. Communications

The Director received various Christmas cards and also thank you notes from the Library Staff.

5. Treasurer's Report/Approval of bills

The November and December 2020 Treasurer's Reports were reviewed. The check registry to date was also reviewed. (Board Member Brett Clasquin joined the meeting via Zoom at this time.)

A motion to approve the Treasurer's Reports was made by Steve Jines and seconded by Tony Gilbreth.

A roll call vote was taken:

Crosby: Aye
Clasquin: Aye
Gilbreth: Aye
Hart: Absent
Jines: Aye
Mense: Aye
Reifschneider: Aye

The motion passed.

6. The Librarian's Report (also included a review of the status of the FY21 Working Budget)

The Director reviewed current Library status due to COVID-19. Various events were enumerated. The Director will attend the virtual Legislative Breakfast on February 22. A new Staff Blog has been started. Past and current events were listed, along with an analysis of current year's and past year's circulation statistics. The FY21 Working Budget was reviewed.

A motion to approve the Librarian's Report was made by Tony Gilbreth and seconded by Steve Jines.

A roll call vote was taken:

Crosby: Aye
Clasquin: Aye
Gilbreth: Aye
Hart: Absent
Jines: Aye
Mense: Aye
Reifschneider: Aye

The motion passed.

7. Old Business

7.1 Transfer Money from Corporate & Building/Maintenance Funds to Money Market (Special Reserve Fund)/ DISCUSSION & APPROVAL

The Board will re-address this item at the February 18th, 2021 meeting pending more information.

7.2 Proposed Edit to Fees for Library Service Policy / DISCUSSION & APPROVAL

The Board suggested leaving current trial procedure in place for six months (until August of 2021) to evaluate how often this service is used before making it library policy.

7.3 Other

There was no other old business at this time.

8. New Business

8.1 Designate another signer on the Regions bank accounts / DISCUSSION & APPROVAL

Motion to designate Board Member Tony Gilbreth as an additional signatory on the Regions Bank accounts was made by Tony Gilbreth and seconded by Donna Reifschneider.

A roll call vote was taken:

Crosby:	Aye
Clasquin:	Aye
Gilbreth:	Aye
Hart:	Absent
Jines:	Aye
Mense:	Aye
Reifschneider:	Aye

The motion passed.

8.2 IHLS Surplus Vehicles Grant/ DISCUSSION

The Board discussed the Grant and decided no action was necessary at this time.

8.3 AT&T Phone Line – Switch from Analog to Digital? / DISCUSSION & APPROVAL

The decision was made to leave the phone lines as they are currently.

8.4 FFCRA Leave Extension for COVID-19 Illness and Quarantines / DISCUSSION & APPROVAL

A motion to extend paid FFCRA leave as designated for the two-week Covid-19 leave provision for Library staff members until June 30, 2021 was made by Tony Gilbreth and seconded by Julie Crosby.

A roll call vote was taken:

Crosby:	Aye
Clasquin:	Aye
Gilbreth:	Aye
Hart:	Absent
Jines:	Aye
Mense:	Aye
Reifschneider:	Aye

The motion passed.

8.5 Strategic Planning Committee / DISCUSSION

The Director needs a Board Member to participate in the Strategic Planning Committee meetings.

8.6 Other

There was no other new business at this time.

9. Board Concerns

9.1 Statement of Economic Interest Names Submitted

The Statement of Economic Interest names have been submitted.

10. Announcements

10.1 The next Board meeting will be on Thursday, February 18th, 2021 at 7 pm.

11. Adjournment

A motion to adjourn was made by Steve Jines and seconded by Tony Gilbreth.

A roll call vote was taken:

Crosby:	Aye
Clasquin:	Aye
Gilbreth:	Aye
Hart:	Absent
Jines:	Aye
Mense:	Aye
Reifschneider:	Aye

The motion was passed with all in favor and the meeting was adjourned at 8:47 pm.

Respectfully submitted,

Linda Hill, Recording Secretary