

SMITHTON PUBLIC LIBRARY DISTRICT

Board Meeting Minutes

November 18th, 2021

In person: 109 South Main Street, Smithton IL 62285
Virtually via Zoom: <https://us02web.zoom.us/j/81032984460>
By Telephone: 1 312 626 6799 (Chicago) | Meeting ID: 810 3298 4460

It is determined by Smithton Public Library District Board of Trustees Board President, Ron Mense, that due to the in-person gathering restrictions of the State of Illinois' 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 7:08 pm with the following Board Members present in person: Liz Harris, and Ron Mense. Board Members Julie Crosby and Tony Gilbreth were present via Zoom. Brett Clasquin, Ann Hart, and Zabelle Vartanian were absent. Others present were Library Director, Jenna Dauer, and Recording Secretary, Linda Hill.

2. Citizen Comment

There was no citizen comment at this time.

3. Approval of Minutes

Minutes from the October 21st, 2021 Board Meeting were reviewed.

A motion to approve the October 21st, 2021 Board Minutes was made by Julie Crosby and seconded by Liz Harris.

A roll call vote was taken:

Crosby:	Aye
Clasquin:	Absent
Gilbreth:	Aye
Hart:	Absent
Harris:	Aye
Mense:	Aye
Vartanian:	Absent

The motion passed.

4. Communications

The Director received Thank You notes for the Library's participation in and support of community events.

5. Treasurer's Report/Approval of bills

The October Treasurer's Report was reviewed. The check registry to date was also reviewed.

A motion to approve the October Treasurer's Report was made by Liz Harris and seconded by Tony Gilbreth.

A roll call vote was taken:

Crosby:	Aye
Clasquin:	Absent
Gilbreth:	Aye
Hart:	Absent
Harris:	Aye
Mense:	Aye
Vartanian:	Absent

The motion passed.

6. The Librarian's Report

The Director discussed current conditions in regard to COVID precautions. Email addresses will need to be set up for L2 for the Board Members. Storage containers have been purchased for the outdoor chess/checker board. The Homebound Service will be advertised in the local paper. Upcoming events were enumerated. Statistics and Library Use Snapshot figures were reviewed.

A motion to approve the Librarian's Report was made by Liz Harris and seconded by Julie Crosby.

A roll call vote was taken:

Crosby:	Aye
Clasquin:	Absent
Gilbreth:	Aye
Hart:	Absent
Harris:	Aye
Mense:	Aye
Vartanian:	Absent

The motion passed.

7. Old Business

7.1 Dylan Clasquin Eagle Scout Project Proposal Update / DISCUSSION & APPROVAL

No update was given at this time.

7.2 Other

There was no other old business at this time.

8. New Business

8.1 FY2021 Annual Financial Report (3/5ths vote) / DISCUSSION & APPROVAL

A motion to accept the FY2021 Annual Financial Report was made by Tony Gilbreth and seconded by Julie Crosby.

A roll call vote was taken:

Crosby:	Aye
Clasquin:	Absent
Gilbreth:	Aye
Hart:	Absent
Harris:	Aye
Mense:	Aye
Vartanian:	Absent

The motion passed.

8.2 Holiday Policy Revision - Juneteenth / DISCUSSION & APPROVAL

A motion to add Juneteenth to the District Holiday Policy and close the Library on that day was made by Tony Gilbreth and seconded by Julie Crosby.

A roll call vote was taken:

Crosby:	Aye
Clasquin:	Absent
Gilbreth:	Aye
Hart:	Absent
Harris:	Aye
Mense:	Aye
Vartanian:	Absent

The motion passed.

8.3 Computer Area Table Purchase / DISCUSSION & APPROVAL

The Director is waiting to receive more information about costs, etc., from Egyptian Workspace Partners. This item will be on the January meeting agenda.

8.4 FY2022 Per Capita Grant Requirement – Serving Our Public 4.0 Chapter 11 (Youth/Young Adult Services), Chapter 12 (Technology), Chapter 13 (Marketing, Promotion, and Collaboration), REVIEW / DISCUSSION

The Board reviewed and discussed the required chapters.

8.5 Other

There was no other New Business at this time.

9. Board Concerns

9.1 Board bylaws Possible Edit – Remote Attendance Wording / DISCUSSION & APPROVAL
After discussion, it was decided that the Director would do more research to find out how the policy should be worded and to ascertain the correct procedure for making a change in the Bylaws. The change will be discussed at the January meeting and voted on at the February meeting.

10. Announcements

10.1 The next Board meeting will be on Thursday, January 20th, 2022 at 7 pm.

11. Adjournment

A motion to adjourn was made by Liz Harris and seconded by Julie Crosby.

A roll call vote was taken:

Crosby:	Aye
Clasquin:	Absent
Gilbreth:	Aye
Hart:	Absent
Harris:	Aye
Mense:	Aye
Vartanian:	Absent

The motion was passed with all in favor and the meeting was adjourned at 8:06 pm.

Respectfully submitted,

Linda Hill, Recording Secretary