

FAIRVIEW HEIGHTS PUBLIC LIBRARY

Board of Trustees

Minutes of August 20, 2020 – Regular Meeting

Note: *Due to the COVID-19 governmental restrictions, an exemption was made to have full privileges for virtual attendance via ZOOM. P.A. 100-0640 (SB 2135) authorizes public bodies to meet remotely without the otherwise required quorum present at the meeting place*

I. OPENING OF MEETING

Prior to the opening of the meeting a tour was given of the children's library section to view the installation of the carpet and the nooks.

Meeting called to order: 7:15 p.m. by Don Baden, President

ATTENDANCE: In-person: Linda Spencer, Don Baden, Jill Pifer, *Library Director*

Remote Access: Laura Moats, Rochelle Hobson, Patti Olmo, Deborah Smith, Karie Sheils

Absent: Cindy Tippit

Additions to Agenda (For Discussion Only)

- Friends of Library Book Sale
- Hotspots

II. CONSENT AGENDA

A. Approval of June 18, 2020 Board Meeting

Motion # 1 (Karie Sheils/Patti Olmo) Approve the June 18, 2020 minutes.

Roll Call Vote: Rochelle Hobson yes; Laura Moats yes; Patti Olmo yes;
Karie Sheils yes; Deborah Smith yes; Linda Spencer yes; Don Baden yes.

Motion Passed

B. Library Director's Report (Written Report)

III. APPROVAL OF ALL FINANCIAL STATEMENTS, REPORTS AND BILL LIST

Motion# 2(Deborah Smith/ Patti Olmo) Approve the financial statements, reports and bill list for the months of June, 2020 and July, 2020.

Roll Call Vote: Rochelle Hobson yes; Laura Moats yes; Patti Olmo yes;
Karie Sheils yes; Deborah Smith yes; Linda Spencer yes; Don Baden yes.

Motion Passed

IV. COMMUNICATION AND CORRESPONDENCE (NONE)

V. CITIZENS' COMMENTS (NONE)

VI. ILLINOIS HEARTLAND LIBRARY SYSTEM REPORT (Jill Pifer) NONE

VII. STANDING COMMITTEES

- A. FINANCE (Cindy Tippit) NONE
- B. PERSONNEL (Laura Moats) NONE
- C. POLICY (Deborah Smith) NONE

VIII. SPECIAL COMMITTEES (NONE)

IX. BUSINESS

A. Present and vote on the slate of board officers for FY 2020/21

Nominations from the floor were called. None were tendered. The slate of officers was presented and accepted.

President – Don Baden; Vice President – Deborah Smith; Treasurer – Cindy Tippit
Secretary – Linda Spencer

Motion #3 (L. Moats/K. Sheils) Accept the slate of officers for FY 2020/21.

Roll Call Vote: Rochelle Hobson yes; Laura Moats yes; Patti Olmo yes;
Karie Sheils yes; Deborah Smith yes; Linda Spencer yes; Don Baden yes.

Motion Passed

**B. Discuss and vote on the applications to fill the vacant trustee position
(Carolyn Clark**

Motion #4 (Rochelle Hobson/Patt Olmo) Submit to the mayor for authorization
Carolyn Clark as a trustee for the library board.

Roll Call Vote: Rochelle Hobson yes; Laura Moats yes; Patti Olmo yes;
Karie Sheils yes; Deborah Smith yes; Linda Spencer yes; Don Baden yes.

Motion Passed

C. Discussion on opening the library beyond lobby pick-up to the public.

The consensus of the board is to defer opening of the library to the public for another month. Posting of signs to refer users to the O’Fallon Library for computer use would be helpful.

D. Discussion on library staffing in Youth Services

Due to the hiring freeze within the city, the board recommends apprising the mayor of the circumstance of the situation with the loss of staffing for youth services. Without staffing services for the children’s library, services will be temporarily halted.

E. Per Capita requirement: Review Chapter 1 – 3 in Serving Our Public 4.0

The board held a brief discussion of the Standards for Illinois Public Libraries Chapters 1 – 3. Core 13 was addressed with suggestion to examine samples of long-range strategic plans for area libraries.

F. Discussion on library director review

The prepared survey of the performance of the library director reflected favorable results in meeting the prescribed goals and objectives. In consideration of a salary incentive, the library director relented in the acceptance of an offer.

G. Update and discussion on progress with the reading nooks and children’s carpet installation projects

Carpet installation satisfactorily installed. Lighting and padding for the nooks are incomplete.

Adjournment 8:48 p.m **Motion #5 (Linda Spencer/Rochelle Hobson)**

Roll Call Vote: Rochelle Hobson yes; Laura Moats yes; Patti Olmo yes;
Karie Sheils yes; Deborah Smith yes; Linda Spencer yes; Don Baden yes.

Motion Passed

Respectfully submitted,

Linda A. Spencer, Secretary