

# FAIRVIEW HEIGHTS PUBLIC LIBRARY

## Board of Trustees

Minutes of October 15, 2020 – Regular Meeting

**An option to attend the meeting remotely was accessible via conference call: Phone Number: 312 626 6799 Meeting ID: 864 2061 1279**

**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

Meeting called to order at: 7:00 p.m. by Don Baden, President

**PRESENT: (IN PERSON)** Don Baden, Jill Pifer, *Library Director*

**VIRTUAL:** Linda Spencer, Rochelle Hobson, Laura Moats, Karie Sheils, Deborah Smith, Cindy Tippit

**ABSENT:** Patti Olmo

Additions to Agenda (For Discussion Only) NONE

### II. CONSENT AGENDA

#### A. Approval of September 17, 2020 Board Meeting

**Motion # 1 (Karie Sheils/Cindy Tippit )** Approve Minutes of September 17, 2020 meeting.

**MOTION PASSED 7 - 0**

**Roll Call Vote:** Don Baden yes; Rochelle Hobson yes; Laura Moats yes; Karie Sheils yes; Debora Smith yes; Linda Spencer yes; Cindy Tippit yes

#### B. Library Director's Report (Written Report)

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

An observation was noted that the expenditures are correct, but anticipated adjustments would have been addressed at the October 14, 2020 city finance meeting.

**Motion# 2 (Deborah Smith/Laura Moats)** Approve all financial statements, reports and bill list. **MOTION PASSED 7-0**

**Roll Call Vote:** Don Baden yes; Rochelle Hobson yes; Laura Moats yes; Karie Sheils yes; Debora Smith yes; Linda Spencer yes; Cindy Tippit yes

### IV. COMMUNICATION AND CORRESPONDENCE

An appreciation note from patrons receiving goods from the Goody Bags project.

### V. CITIZENS' COMMENTS (NONE)

### VI. ILLINOIS HEARTLAND LIBRARY SYSTEM REPORT (ORAL REPORT) Jill Pifer

New registration platform being implemented to update L2 platform.

### VII. STANDING COMMITTEES

#### A. FINANCE (Cindy Tippit)

An oral report cited from the meeting held on October 12, 2020.

#### B. PERSONNEL (Laura Moats) NONE

C. POLICY (Deborah Smith) NONE

VIII. SPECIAL COMMITTEES (NONE)

IX. BUSINESS

**A. Update on the vacant trustee position**

In the opinion of Phil Lenzini, library attorney, nothing is questionable, and the appointments can ride.

**B. Discussion and vote on continuing the 6 month agreement with SHARE**

**Motion #3 (Cindy Tippit/Deborah Smith)** Approve a six (6) month contract for cataloging services in the amount ~ \$3,845.00 **MOTION PASSED 7 - 0**

**Roll Call Vote:** Don Baden yes; Rochelle Hobson yes; Laura Moats yes; Karie Sheils yes; Debora Smith yes; Linda Spencer yes; Cindy Tippit yes

**C. Discussion on opening the library beyond lobby pick-up to the public and hours open**

A tentative draft presented for opening the library on November 4, 2020 with limitations for browsing privileges and exemption to computer access.

**D. Per Capita requirement: Review Chapter 7 – 10 in Serving our Public 4.0**

Cindy Tippit and Rochelle Hobson led the discussion on library standards review.

**E. Discussion and vote on the annual levy letter to be delivered to the City of Fairview Heights**

Ensuing conversations slated between city, library attorney to gain a concrete understanding on in-kind issues. Discussion and vote to be continued until the November 19, 2020 library board meeting.

**F. Discussion on proposed FY 2 – 22 library budget**

Discussion to be continued until the November 19, 2020 library board meeting.

Adjournment 8:40 p.m. CONSENSUS

Respectfully submitted,

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Linda A. Spencer, Secretary