

*South Beloit Public Library
Board of Trustees Meeting Minutes
630 Blackhawk Blvd. South Beloit, IL 61080*

Call to Order: President Jose Alarcon called the June 8th, 2020 meeting to order at 7:00 p.m.

Roll Call: Present and answering to roll call were Trustees Jose Alarcon, Margie Bertholomey, Ryan Adleman, Roy Cruse, Jarrod Peterson, and Emily Sager. Trustees Marilyn Bukove and Amber Laue were absent. Also in attendance was Brenda Weinberg (librarian).

Approval of Agenda: Ryan made a motion to approve the agenda. It was seconded by Margie and approved by unanimous roll call.

Public Comment: N/A

Approval of Minutes: Emily made a motion to accept the approval of the minutes of May 11th, 2020. The motion was seconded by Ryan and approved by unanimous roll call.

Treasurer's Report: Treasurer's report was presented by Brenda. We have received a Winnebago Tax Revenue and our Corporate Replacement Tax payment. We are over our budgeted amount due to the ramp repair project but if you deduct the ramp repair costs we are in line with our budget at around 22%.

Our CD is now open at Advia.

Approval of the Bills: A unanimous roll call allowed the bills of \$16,736.83 to be paid after Jarrod's motion and Roy's second.

Librarian's Report: Only online activities including videos on Facebook and some Zoom meetings. Upcoming event will be Curious George Challenge in which patrons will be encouraged to find the picture of George around town and post a picture on Facebook.

Meetings:

Administration:

May 8 - Brenda watched a RAILS webinar PPE for Staff - 30 min

May 5, 12, 19, and 26 - Brenda held weekly staff meetings

May 14 - Brenda watched a webinar Everything Library Trustees Need to Know During COVID-19 Webinar - 2hr

May 18 - Brenda watched the webinar PrairieCat Member Update 1.5 hr

May 19 - Brenda participated in the local Director's Zoom call 2 hr

May 21 - Brenda watched the webinar from HR Source- Return to Work 1.5 hr

Staff: Have been attending many of the same meetings above to receive guidance and ideas for how to provide library services in new ways and how to respond to the current COVID crisis.

Staff have also been performing collection development, processing materials, preparing Facebook posts, videos, and resources. Staff have created a "Where's George" activity that encourages patrons to share photos of Curious George posters distributed in local businesses around town. For Summer Reading Program we typically request donations from local businesses to use as prizes for the Adults and Teens. This year we have been purchasing the gift certificates outright and delivering a small bouquet of flowers to show our support to these local businesses.

Other webinars of note include: Melissa - AL Libraries and Covid-19: Considering Copyright Part 1 and Part 2-3 hr total Melissa - BookCon; Accidental Leader; Libraries and Census; Expanding Library's Reach; Virtual Programming on the Fly; OCLC Town Hall

Elaine - Accessible to All: Serving Youth and Young Adults with Disabilities

Danielle - Going the Distance: Programs for Teens and Tweens webinar

Kathy - Titledtalk

Communications: A letter from Glenn thanking the board.

Old Business:

Reopening Phases: Last week the materials drop process off began. Curbside pickup started on June 8th. Next week, the summer reading program starts. A date to re-open the library to the public for in-person traffic is yet to be determined.

LIRA Quotes: The board reviewed and discussed the LIRA quotes. Brenda will reach out to Gallagher insurance for more information and clarification on what coverage the library needs to purchase versus what coverage the City provides for the library.

Cyber Policy: The board tabled the cyber policy discussion until the July meeting when the board will hopefully have more information.

Trustee Term Renewals: Glenn is not renewing and May's meeting was his last meeting. Emily was approved by City Council and her term is renewed until July 1, 2023. Ryan's term renews on July 1, 2020. He will continue as a trustee, pending City Council approval.

Recruitment of New Trustee: The board has one open vacancy. Brenda will post on the Facebook page and communicate with patrons to see if they are interested. Brenda indicated that she knew of two patrons who had expressed interest and she will encourage them to apply.

New Business:

FMLA Leave Expansion and Emergency Paid Sick Leave Policy Due to COVID-19:

The board reviewed and discussed the FMLA Leave Expansion and Emergency Paid Sick Leave Policy. This is a policy that all employers must offer now and the board's policy was created by HR source and approved by the board's attorney. After discussion, Emily motioned that the board approve the FMLA Leave Expansion and Emergency Paid Sick Leave Policy. Ryan seconded and the motion was passed via unanimous roll call vote.

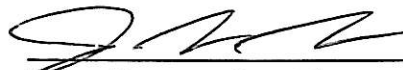
Notice of Winnebago County Proposal for Waiver of Penalties for Delinquent Property Tax Payment: Brenda received the letter as a notice and informed the board.

Non-Resident Fees: Currently we use a general mathematical formula based on property tax income, local population, and average household size. After discussion, Margie motioned that the board approve the non-resident fees in the amount of \$85.00. Emily seconded and the motion was passed via unanimous roll call vote.

Renewal of FY2021 ILLINET/OCLC Services Agreement: After discussion, Margie motioned that the board allow Brenda to sign the FY2021 ILLINET/OCLC Services Agreement contract. Ryan seconded and the motion was passed via unanimous roll call vote.

Trustees Comments: Margie said thank you to Brenda and praised the librarians for paying for the gift cards and sending flowers to the businesses for the summer reading program.

Adjourn: Meeting adjourned at 8:03 p.m. with a unanimous roll call vote after Margie motioned and Ryan seconded.



Jose Alarcon, President



Emily Sager, Secretary