

**MARYVILLE COMMUNITY LIBRARY DISTRICT
BOARD OF TRUSTEES MEETING
May 28, 2019**

I. Pledge of Allegiance – Roll Call

President, Roger Shoup, called the meeting to order at 7:00 p.m.

Members Present

Absent

Guests

Roger Shoup – President
Ken Kelley – Vice President
Rachel O’Neill - Secretary
Laure Willmann – Treasurer
Jessica Yakstis

Peggy Pick – Library Director

II. Public Comment

There was no public comment.

III. Approval of April 2019 MCLD BOT Meeting Minutes

There was a motion by Ken Kelley and a second by Rachel O’Neill to accept the April 2019 meeting minutes. The motion passed and the minutes will be placed on file at the library.

IV. Approval of April 2019 Financial Reports/Vote

There was a motion by Ken Kelley and a second by Laure Willmann to accept the April 2019 financial reports. Roll call:

AYES: Kelley, O’Neill, Shoup, Willmann, Yakstis

NAYS: None ABSENT: None

Peggy presented the 2019-2020 Revised Budget and 2020-2021 Proposed Budget Draft for the Board’s review. There was a motion by Ken Kelley and a second by Roger Shoup to accept the 2019-2020 Revised Budget as presented. Roll Call:

AYES: Kelley, O’Neill, Shoup, Willmann, Yakstis

NAYS: None ABSENT: None

The 2020-2021 Proposed Budget will be reviewed further at the June Board Meeting.

V. Reports

Peggy explained the Open Meetings Act annual on line training requirement for Board members.

A. Director’s Report

May 21, 2019

Maryville Community Library Summer Reading Program

The staff has worked very hard to get ready for this event that encourages children to read during the summer and thus prevent summer slide so they aren't behind when they return to school in the fall. **The Summer Reading Program will host activities at the Maryville Community Center at 10:30 each Wednesday from June 5 through June 26.**

Sandy Shattuck is retiring as of May 29. Please sign her card.

New staff member, **Nick Waller**, will begin June 18.

Banner for Outreach and Community Events

The Maryville Library has several community events scheduled for the coming year. We ordered a banner and tablecloth to make our space at these events more professional and appealing.

Association for Rural and Small Libraries Conference

The Association for Rural and Small Libraries (ARSL) Conference will be held September 4 – 8 in Burlington, Vermont. This is the conference that is most relevant and useful for small libraries.

New York Times Online

The Maryville Library is taking advantage of a vendor discount offered through the Illinois Heartland Library System to offer the New York Times online.

In order to access the New York Times, here are the steps:

Go to the library website. NY TIMES is located under Databases.

When you click to access it, a promo code will appear.

Click on promo code, then create a new account with your email (this will only need to be done once). Once in, you will have access to the complete New York Times.

Another recently acquired online offering, **Creativebug**, is an online arts and crafts learning center. It features thousands of video tutorials, downloadable PDFs, discussion boards, daily challenges and more. It even has recipes and cooking videos! New material is added daily. Go to our website, hover over Online Resources, click on Databases, and use your Maryville library card to access Creativebug. There is no limit to the amount of classes or information you use in a month.

Check out the Library's web and Facebook pages: <http://www.maryville.lib.il.us/> and <https://www.facebook.com/MaryvillePublicLibrary/>

Wowbrary - Wowbrary is an email newsletter that keeps patrons informed about new items and upcoming events happening at the Maryville Community Library. Sign up for the biweekly newsletter at the Wowbrary logo on the library's webpage: www.maryville.lib.il.us .

A to Z Electronic data base for patrons:

A to Z USA – facts, figures, articles, reports, and photos

A to Z World Culture – society, culture, trade, commerce, and maps

A to Z World Travel – city facts, attractions and excursions, and travel resources

Gale Courses—an electronic resource for library patrons. Look through Gale Courses. You might find the perfect class for you. Gale Courses offers a wide range of highly interactive, instructor led courses that you can take entirely online. As a library card holder in good standing, you are entitled to these courses at no cost. Courses run for six weeks and new sessions begin every month. These courses can be accessed through the library’s web page. Click on Databases and Gale Courses to get started. <http://www.maryville.lib.il.us/>

Other Electronic Resources for Library Patrons

The funding for the following electronic resources was generously donated by the Friends of the Library: EBSCO database package including Consumer Reports, Consumer Health Information, Legal Reference Center, MasterFile of complete text magazine articles, Science Reference Center, Novelist Plus and Novelist K-8 Plus.

Collection Development: 124 items were added in April
Patron Statistics – attached.

Library Programs and Activities – These can be found on the library website: www.maryville.lib.il.us . Invite a friend.

June 6 - July 11 Maryville Library Summer Reading Program

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|---------|------|---|
| 5/10/19 | 2:00 | LARC II will discuss Black Hawk: An Autobiography , edited by Donald Jackson |
| 5/24/19 | 1:00 | LARC will discuss The Story of Arthur Truluv by Elizabeth Berg |
| 5/25/19 | 2:00 | Teens@the Library will discuss Salt to the Sea by Ruta Sepetys |

Library Time at Cambridge House	Wednesdays 2:00
Children’s Storytime	Saturdays 10:30 – 11:30
Preschool Storytime	Will resume in the Fall

There was a motion by Rachel O’Neill and a second by Laure Willmann to accept the director’s report. Motion carried.

1. Travel

There was a motion by Ken Kelley and a second by Jessica Yakstis to approve Peggy Pick’s attendance at the Association for Rural and Small Libraries (ARSL) Conference held September 4 – 8 in Burlington, Vermont.

2. Personnel – Nothing reported

B. Personnel Committee Report

There was no Personnel Committee Report.

C. Financial Committee Report

There was no Financial Committee Report.

D. President's Report

1. Building Inspection Report

Roger discussed his recent meeting with the Mayor. Additional parking lot changes were discussed. The Village plans to have a formal survey completed and will return with a final price.

2. TIF Meeting

The Tax Increment Finance District annual meeting will be held Friday, May 31. Roger will attend.

VI. New Business

Ordinances for Review/Adoption

The following Ordinances were passed at this meeting and signatures will be done at the June meeting.

A. Ordinance 2019-2020-005 - Meeting Date, Time and Place

There was a motion by Rachel O'Neill and a second by Laure Willmann to adopt the Meeting Date, Time and Place Ordinance as presented. Roll call:

AYES: Kelley, O'Neill, Shoup, Willmann, Yakstis

NAYS: None ABSENT: None

B. Ordinance 2019-2020-006 - A Drug Free Workplace

There was a motion by Jessica Yakstis and a second by Laure Willmann to enact the Drug Free Workplace Ordinance. Roll call:

AYES: Kelley, O'Neill, Shoup, Willmann, Yakstis

NAYS: None ABSENT: None

C. Ordinance 2019-2020-007 - Appoint Library Attorney

There was a motion by Ken Kelley and a second by Jessica Yakstis to appoint Phil Lenzini of Kavanaugh, Scully, Sudow, White & Frederick as the Library's attorney. Roll call:

AYES: Kelley, O'Neill, Shoup, Willmann, Yakstis

NAYS: None ABSENT: None

D. Ordinance 2019-2020-008 - Appoint Ad Hoc Committee to Audit Secretary's Minutes of the Library District

There was a motion by Ken Kelley and a second by Laure Willmann to appoint a committee consisting of Roger Shoup, Laure Willmann and Jessica Yakstis to review the Secretary's minutes. Roll call:

AYES: Kelley, O'Neill, Shoup, Willmann, Yakstis

NAYS: None ABSENT:

E. Ordinance 2019-2020-009, Outstanding Obligations and Continuing Contracts

There was a motion by Laure Willmann and a second by Rachel O'Neill to approve and honor all of the outstanding obligations and continuing the contracts of the library for 2019-2020.

Roll call: AYES: Kelley, O'Neill, Shoup, Willmann, Yakstis

NAYS: None ABSENT: None

F. Ordinance 2019-2020-010, Investment Policy

There a motion by Ken Kelley and a second by Jessica Yakstis to make a correction on page three under IX. Authorized Investments. The last item was corrected from 92.4 to 9.2.5. The Board approved to adopt the Investment Policy Ordinance. Roll call:

AYES: Kelley, O'Neill, Shoup, Willmann, Yakstis

NAYS: None ABSENT: None

VII. Unfinished Business

There was no unfinished business.

VIII. Next Board of Trustees Meeting

The next meeting will be held on Tuesday, June 18, 2019 at 7:00 p.m. at the library.

VIII. Adjournment

There was a motion by Rachel O'Neill and a second by Laure Willmann to adjourn the meeting. Motion passed and the meeting adjourned at 7:42 p.m.