

**MARYVILLE COMMUNITY LIBRARY DISTRICT  
BOARD OF TRUSTEES MEETING  
April 20, 2021**

**I. Pledge of Allegiance – Roll Call**

President Roger Shoup called the meeting to order at 7:01 p.m.

Introduction of new Board Member Vivian Kerley.

Nick Waller swore in Sharon Frey, Vivian Kerley, Tami Schaibly, and Jessica Yakstis, as members of the Maryville Community Library Board of Trustees.

**Members Present**  
Roger Shoup – President  
Sharon Frey  
Vivian Kerley  
Roger Reeves  
Tami Schaibly  
Jessica Yakstis

**Absent**  
Rachel O’Neill  
Secretary

**Guests**  
Peggy Pick –  
Library Director

**II. Public Comment - None**

**III. Approval of February 2021 MCLD BOT Meeting Minutes**

There was a motion by Jessica Yakstis and a second by Sharon Frey to accept the February 2021 meeting minutes. The motion passed and the minutes will be placed on file at the library.

Roll call:

AYES: Frey, Kerley, Reeves, Schaibly, Shoup, Yakstis  
ABSTAIN: None    NAYS: None    ABSENT: O’Neill

**Approval of March 2021 Special MCLD BOT Meeting Minutes**

There was a motion by Roger Reeves and a second by Jessica Yakstis to accept the March 2021 Special Board meeting minutes. The motion passed and the minutes will be placed on file at the library.

Roll call:

AYES: Frey, Kerley, Reeves, Schaibly, Shoup, Yakstis  
ABSTAIN: None    NAYS: None    ABSENT: O’Neill

#### **IV. Approval of February and March 2021 Financial Reports/Vote**

There was a motion by Vivian Kerley and a second by Tami Schaibly to accept the February and March 2021 financial reports.

Roll call:

AYES: Frey, Kerley, Reeves, Schaibly, Shoup, Yakstis

ABSTAIN: None NAYS: None ABSENT: O'Neill

#### **V. Reports**

##### **A. Director's Report**

**April 20, 2021**

##### **COVID -19 Maryville Community Library**

The Illinois Heartland Library System delivery service will end In-Hub item quarantine on April 13. This should help libraries to receive items more promptly.

The Maryville Library is open for 30 minute browsing sessions. We don't time anyone, but there are no toys or patron computers so most patrons easily finish selecting items in under 30 minutes. There are usually only a couple of patrons in the library at a time, so social distancing can be maintained.

We will continue porch pick-up services as some patrons seem to prefer this.

The library staff continue to wear masks, social distance, and clean frequently. Items are cleaned before being returned to the shelves. We continue to make every effort to provide a safe environment for our patrons and staff.

The nonfiction book club met with masks and social distancing on April 9 at a local church activity center. A meeting of the fiction book group is being planned for the same location in May.

##### **Overdrive**

Overdrive acquired RB Digital earlier this year. As of March 31, the Illinois Heartland Library System decided not to continue with the Overdrive/RB Digital electronic magazine service. IHLS is considering new sources of e-magazines.

##### **Hoopla**

Maryville Library's patrons are discovering the library's Hoopla account. Hoopla provides access to e-books, e-comic books and graphic novels, e-audiobooks, TV series, movies, and music. Sign up at <https://www.hoopladigital.com/> or at [www.maryville.lib.il.us/online-resources/digital-lending/](http://www.maryville.lib.il.us/online-resources/digital-lending/). Each patron will be able to check out 6 items per month.

**Take and Make Activities:** Take and Make activities are designed to provide an easy activity and keep families connected to the library. In March children could pick up supplies to make leprechaun wands and in April they could adopt a library chick. The plastic eggs came with tiny pompom chicks and birth certificates. Children were encouraged to name their chicks, read to them, and share photos.

**Library Hours:** Monday-Thursday 10am-6pm, Friday-Saturday 10am-4pm, Sundays CLOSED

**Electronic Resources** – Can be accessed from the library’s web page: [www.maryville.lib.il.us](http://www.maryville.lib.il.us) under Databases and Digital Lending.

**A to Z Food Data Base** AtoZ Food America contains recipes for six US regions, all 50 states, and 33 ethnic cuisines. AtoZ Food America also covers food culture and ethnic cuisines.

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

**New York Times Online** — NY TIMES is located under Databases on the library’s website. When you click the icon, a promo code will appear. Click on promo code, then create a new account with your email. Once in, you have access to the complete New York Times.

**Creativebug** is an online arts and crafts learning center featuring thousands of video tutorials, downloadable PDFs, discussion boards, daily challenges and more, including recipes and cooking videos.

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 information you can 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** — a bi-weekly email newsletter about new items and upcoming events at the Maryville Library. Sign up at the Wowbrary logo on the library’s webpage: [www.maryville.lib.il.us](http://www.maryville.lib.il.us) .

**Gale Courses**—Offers a wide range of highly interactive, instructor led courses 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. Access 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:** 41 items were added in February and 49 items were added in March.

There was a motion by Roger Reeves and a second by Tami Schaibly to accept the director’s report. Motion carried.

**B. President's Report**

**1. Building Purchase Status**

The following issues from the two engineers' reports were discussed:

- Water and electrical supply is in good status.
- There is concern regarding the age of the two HVAC systems (20 years).
- The small mechanical room is out of code.
- One of the restrooms needs to be brought up to code for a public library.
- There may be an issue with insufficient joist nailing, particularly if interior walls are removed.
- Discussion regarding adequate parking.

The library has until May 5 to report corrections.

**2. Telephone Action**

Installation of the new telephone system will continue, as planned, in the current library building. The telephones will be transferred to the new library building at the appropriate time.

**3. Board Officers**

A new Vice President and Treasurer will be appointed at the May Board meeting, along with reestablishing some of the Board committees.

**4. Formal direction to allow the President to sign documents on behalf of the Board and District.**

The title company, in relation to the new building purchase, has requested that someone connected to the library be authorized to sign any necessary documents in a timely manner. Roger Shoup read the following Letter of Authority.

Letter of Authority

Maryville Community Library District Board of Directors

The Board of Directors of the Maryville Community Library District by vote of its members, authorizes its current Board President, Roger Shoup, to enter into all necessary agreements and sign on behalf of the Board of Directors, any and all documents to effectuate the purchase and renovation of the property known as 15 Maryville Professional Park, Maryville, IL as the location of the Maryville Community Library.

This letter is issued at the regular meeting of the Board of Directors, April 20, 2021 , and remains in effect until the property is purchased and renovated, or until the Board rescinds its authorization, or until the presidency changes to another Board member.

---

Secretary of the Board

President of the Board

There was a motion by Sharon Frey and a second by Roger Reeves to accept the Letter of Authority, as presented by President Shoup, which would allow Mr. Shoup to enter into actions regarding the purchase and any necessary renovations of the new Maryville Community Library building.

The motions passed and the minutes will be placed on file at the library.

Roll call:

AYES: Frey, Kerley, Reeves, Schaibly, Shoup, Yakstis

ABSTAIN: None NAYS: None ABSENT: O'Neill

**C. Personnel Committee**

No report.

**VI. New Business**

At the request of the architect for the new library building, a Building Committee will be established.

**VII. Old Business**

No old business discussed.

**VIII. Next Board of Trustees Meeting**

The next meeting will be held on Tuesday, May 18, 2021 at 7:00 p.m. at the library.

**X. Adjournment**

There was a motion by Roger Reeves and a second by Tami Schaibly to adjourn the meeting. Motion passed and the meeting adjourned at 8:01 p.m.