

**MARYVILLE COMMUNITY LIBRARY DISTRICT  
BOARD OF TRUSTEES MEETING  
August 18, 2020**

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

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

<u>Members Present</u>	<u>Absent</u>	<u>Guests</u>
Roger Shoup – President	Rachel O’Neill - Secretary	Peggy Pick –
Laure Willmann – Treasurer (by phone)		Library Director
Sharon Frey		
Jessica Yakstis		
Tami Schaibly		

**II. Public Comment - None**

**Truth-in-Taxation Public Hearing Opened**

The Truth-in-Taxation Hearing took place in conjunction with the regular meeting.

**III. Approval of July 2020 MCLD BOT Meeting Minutes**

There was a motion by Tami Schaibly and a second by Jessica Yakstis to accept the July 2020 meeting minutes. The motion passed and the minutes will be placed on file at the library.

Roll call:

AYES: Schaibly, Shoup, Willmann, Yakstis

OBSTAIN: Frey    NAYS: None    ABSENT: O’Neill

**IV. Approval of July 2020 Financial Reports/Vote**

There was a motion by Tami Schaibly and a second by Laure Willmann to accept the July 2020 financial reports.

Roll call:

AYES: Frey, Schaibly, Shoup, Willmann, Yakstis

OBSTAIN: None    NAYS: None    ABSENT: O’Neill

**V. Reports**  
**A. Director's Report**  
**August 18, 2020**

**COVID -19 Maryville Community Library**

Unfortunately, the number of new COVID-19 cases in Madison County continues to rise. We had hoped for a reduction in numbers and advancement toward the next stage of recovery, but we are unable to progress to new activities at this time.

The protocols developed when the Maryville Community Library reopened on July 6 are still in place. Masks are required for both staff and patrons. There is limited occupancy to make social distancing possible in our small building. Patrons are asked to limit their visits to 30 minutes. Curbside service is available to patrons who cannot wear masks or do not feel comfortable entering the building.

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. All in-person programs and events are cancelled until further notice. Library staff clean before the library opens each morning.

The Illinois Heartland Library System updated their directives. Now all returned items are quarantined for **96** hours. The library staff developed schedules and protocols to comply with system requests. This quarantine period slows delivery and processing of items. The staff have been informing patrons of this to reassure them when they ask why items weren't immediately checked in upon return or why requested items take longer to reach them.

The Illinois Heartland Library System has had regular deliveries to system libraries since July 6. The items requests from before the shutdown are steadily being filled along with new requests.

Fines are waived until further notice as it will take some time for the entire delivery process to be fully operational and completely catch up with the backlog.

Overdue notices are sent out, and most items are being returned in a timely manner. The patrons who do not return items are billed for lost or damaged items.

We will continue to monitor guidelines and recommendations from the Illinois Heartland Library System, the Illinois State Library, the Restore Illinois Plan, and the CDC.

The library continues to update its Webpage and Facebook page. We have been promoting several "take and make" or stress-reliever projects for our patrons. These have been well received.

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 in all course categories (appetizers, soups, salads, breads, main courses, side dishes, desserts, snacks, and beverages) for six US regions, all 50 states, and 33 ethnic cuisines. AtoZ Food America also covers food culture and ethnic cuisines with articles such as Classic Dishes, State Foods, Top Agricultural Products, Special Occasion Foods, Ethnic and Geographic Influences, and Food Trivia.

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

**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.

**Creativebug** is an online arts and crafts learning center featuring thousands of video tutorials, downloadable PDFs, discussion boards, daily challenges and more. It even has 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** - 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](http://www.maryville.lib.il.us) .

**Gale Courses**—an electronic resource for library patrons. Look through Gale Courses. You might find the perfect class. 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.**

There was a motion by Jessica Yakstis and a second by Sharon Frey to accept the director's report. Motion carried.

**B. President's Report**

There will be no Board meetings held in September and October.

**C. Personnel Committee**

No report.

**VI. New Business**

**Ordinances for Review/Adoption**

**A. Ordinance 2020-2021-003, Assessment Levy and Collection of Taxes. Roll Call/Vote**

There was a motion by Laure Willmann and a second by Tami Schaibly to accept as presented Ordinance Number 2020-2021-003, An Ordinance for the Assessment Levy and Collection of Taxes within the Corporate Limits of the Maryville Community Library District, Madison County, Illinois, for the Fiscal Year beginning July 1, 2021 and closing June 30, 2022.

Roll call:

AYES: Frey, Schaibly, Shoup, Willmann, Yakstis

NAYS: None ABSENT: O'Neill

**B. Special Reserve Fund Resolution. Roll Call/Vote**

There was a motion by Tami Schaibly and a second by Sharon Frey to accept as presented the Maryville Community Library District, Special Reserve Fund Resolution for Fiscal Year Commencing July 1, 2021 and Closing June 30, 2022.

Roll call:

AYES: Frey, Schaibly, Shoup, Willmann, Yakstis

NAYS: None ABSENT: O'Neill

**C. Resolution of Governing Body Unincorporated Association, Roll Call/Vote**

There was a motion by Jessica Yakstis and a second by Sharon Frey to pass the Maryville Community Library District Resolution of Governing Body Unincorporated Association, as presented.

Roll call:

AYES: Frey, Schaibly, Shoup, Willmann, Yakstis

NAYS: None ABSENT: O'Neill

**VII. Old Business**

No report.

**VIII. Close Truth-In-Taxation Hearing**

There was a motion by Sharon Frey and a second by Jessica Yakstis to close the Truth-In-Taxation hearing.

Roll call:

AYES: Frey, Schaibly, Shoup, Willmann, Yakstis

NAYS: None ABSENT: O’Neill

**IX. Next Board of Trustees Meeting**

The next meeting will be held on Tuesday, November 17, 2020 at 7:00 p.m. at the library.

**X. Adjournment**

There was a motion by Jessica Yakstis and a second by Laure Willmann to adjourn the meeting. Motion passed and the meeting adjourned at 7:24 p.m.