

**MARYVILLE COMMUNITY LIBRARY DISTRICT  
BOARD OF TRUSTEES MEETING  
July 21, 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 Laure Willmann – Treasurer (by phone) Sharon Frey Jessica Yakstis Tami Schaibly		Peggy Pick – Library Director

**II. Public Comment - None**

**B & A Public Hearing Opened**

The Budget and Appropriations Hearing took place in conjunction with the regular meeting.

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

There was a motion by Rachel O’Neill and a second by Sharon Frey to accept the June 2020 meeting minutes. The motion passed and the minutes will be placed on file at the library.

Roll call:

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

OBSTAIN: Schaibly    NAYS: None    ABSENT: None

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

There was a motion by Jessica Yakstis and a second by Sharon Frey to accept the June 2020 financial reports.

Roll call:

AYES: Frey, O’Neill, Schaibly, Shoup, Willmann, Yakstis

OBSTAIN: None    NAYS: None    ABSENT: None

**V. Reports**  
**A. Director's Report**  
**July 21, 2020**

**COVID -19 Maryville Community Library**

Maryville Community Library reopened on July 6 with some modifications to the services we offer. 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.

We've been working to provide a safe environment for our patrons and staff. Our safety measures include Plexiglass at the checkout window, frequent cleaning, and hand sanitizer for patrons.

All in-person programs and events are cancelled until further notice.

Returns are quarantined for 72 hours, per the Illinois Heartland Library System directives. The library staff has developed schedules and protocols to comply with system requests.

The Illinois Heartland Library System also returned to a regular delivery schedule on July 6 so reciprocal borrowing has resumed. Patrons may once again request library items from other libraries. If a patron requested items before the system-wide shutdown, those items will be reactivated on their accounts.

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.

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.

As with the beginning of the Porch Pickup service, we announced this phase of reopening on Facebook and our Webpage. We sent a notice to the Times-Tribune. We are also calling some of our frequent visitors who are seniors and might not be comfortable online.

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

Library staff clean before the library opens each morning.

## Electronic Resources

**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 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.

There was a motion by Jessica Yakstis and a second by Rachel O'Neill to accept the director's report. Motion carried.

**B. President's Report**

The following additional patron services were discussed:

1. A library staff member serving as voter registrar.
2. Notary services provided for absentee voting.
3. Continued assistance with the 2020 census forms.

**C. Set Review of Secretary's Minutes by the Personnel Committee**

Roger Shoup, Jessica Yakstis and Laure Willmann met on July 6 for the annual review of the Secretary's meeting minutes.

**VI. New Business**

Revisions made to the 2021-2022 budget were discussed.

**Ordinances for Review/Adoption**

**A. Ordinance 2020-2021-001 Roll Call/Vote**

There was a motion by Tami Schaibly and a second by Rachel O'Neill to accept as presented Ordinance Number 2020-2021-001, Combined Annual Budget and Appropriation Ordinance of the Maryville Community Library District for the Fiscal Year Commencing July 1, 2021 and Closing June 30, 2022.

Roll call:

AYES: Frey, Schaibly, O'Neill, Shoup, Willmann, Yakstis

NAYS: None ABSENT: None

**B. Ordinance 2020-2021-002 Roll Call/Vote**

There was a motion by Jessica Yakstis and a second by Sharon Frey to accept as presented Ordinance Number 2020-2021-002, An Ordinance to Levy and Assess a Tax for Maryville Community Library District of the County of Madison, State of Illinois for the Fiscal Year Commencing July 1, 2021 and Closing June 30, 2022.

Roll call:

AYES: Frey, Schaibly, O'Neill, Shoup, Willmann, Yakstis

NAYS: None ABSENT: None

**C. Discuss Maryville Community Library District Resolution for Library Tax Levy. Roll Call/Vote**

There was a motion by Tami Schaibly and a second by Laure Willmann to pass the Maryville Community Library District Resolution for Library Tax Levy, as presented.

Roll call:

AYES: Frey, Schaibly, O'Neill, Shoup, Willmann, Yakstis

NAYS: None ABSENT: None

**VII. Old Business**

Discussion regarding purchasing the library building from the Village remains on hold.

**VIII. Close Budget Hearing**

There was a motion by Tami Schaibly and a second by Jessica Yakstis to close the public budget hearing.

Roll call:

AYES: Frey, Schaibly, O’Neill, Shoup, Willmann, Yakstis

NAYS: None ABSENT: None

**IX. Next Board of Trustees Meeting**

The next meeting will be held on Tuesday, August 18, 2020 at 7:00 p.m. at the library.

**X. Adjournment**

There was a motion by Rachael O’Neill and a second by Tami Schaibly to adjourn the meeting. Motion passed and the meeting adjourned at 7:27 p.m.