

**MARYVILLE COMMUNITY LIBRARY DISTRICT
BOARD OF TRUSTEES MEETING
June 16, 2020**

I. Pledge of Allegiance – Roll Call

President, Roger Shoup, called the meeting to order at 7:04 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 Dan Clark

Board Member Ken Kelley resigned from the Board effective with the May meeting. The Maryville Community Library is grateful for Ken’s service.

II. Public Comment

None

III. Approval of May 2020 MCLD BOT Meeting Minutes

There was a motion by Rachel O’Neill and a second by Jessica Yakstis to accept the May 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: None NAYS: None ABSENT: Schaibly

IV. Approval of May 2020 Financial Reports/Vote

There was a motion by Laure Willmann and a second by Sharon Frey to accept the May 2020 financial reports.

Roll call:

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

OBSTAIN: None NAYS: None ABSENT: Schaibly

There was a motion by Jessica Yakstis and a second by Rachel O’Neill to accept the 2021-2022 Proposed Budget as presented.

Roll call:

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

OBSTAIN: None NAYS: None ABSENT: Schaibly

V. Reports
A. Director's Report
June 16, 2020

COVID -19 Maryville Community Library

The Maryville Community Library opened for Porch Pick up service on June 1. Items can be requested via the online card catalog or by calling us at 618-288-3801. PLEASE NOTE: Illinois Heartland Library System is not currently offering inter-library loan, so items must be in our collection in order to place a hold.

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

The library is operating with limited staff to facilitate social distancing. All employees wear masks and clean several times a day.

We announced the reopening on Facebook and our Webpage. We sent a notice to the Times-Tribune. We've planned a community scavenger hunt for people to find our reopening flyers posted at local businesses. This will get the word out and also encourage traffic to community businesses. We are also calling some of our frequent visitors who are seniors and might not be comfortable online.

The Illinois Heartland Library System (IHLS) will begin partial delivery on June 15. It has a plan to pick up items held at libraries that are operating. Then it will sort items and exchange with other hubs. Regular delivery to libraries that are ready will resume in July. IHLS has instituted a series of guidelines for quarantining and preparing returned items to be picked up by the couriers. Maryville Library already has a contactless exchange area in the garage.

The Maryville Library staff continues to plan for the challenges involved in opening the library to the public as dictated by the next phase of Restore Illinois. Masks and social distancing will be the norm during Phase Four.

In addition to adding the Plexiglass shield over the circulation window, we removed the patron computer and desk from the lobby, and acquired long cords for item scanners for contact free check out. We are in the process of addressing additional issues such as handling returned items, and finding ways to make patron social distancing possible and probable in the library. I check on-line discussions on limiting the number of patrons and/or the amount of time in libraries, recommendations from the IHLS and the Illinois State Library as well as the official Restore Illinois guidelines.

Per Capita Grant

The library received a FY2020 Illinois Public Library Per Capita Grant in the amount of \$12,390.00. Due to COVID-19 and associated social distancing guidelines, these funds may be significantly delayed.

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 .

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 Laure Willmann and a second by Sharon Frey to accept the director's report. Motion carried.

B. President's Report

There was nothing new to report.

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

Roger Shoup, Jessica Yakstis and Laure Willmann will meet at the library on July 6 at 5:00 p.m. for the annual review of the Secretary's meeting minutes.

VI. New Business

There was no new business discussed.

VII. Unfinished Business

A. Vote to Remove Fines

A vote to determine if the Maryville Community Library will adopt a fines free policy was tabled for future discussion.

VIII. Next Board of Trustees Meeting

The next meeting will be held on Tuesday, July 21, 2020 at 7:00 p.m. at the library.

IX. Adjournment

There was a motion by Sharon Frey and a second by Rachel O'Neill to adjourn the meeting. Motion passed and the meeting adjourned at 7:43 p.m.