

**MARYVILLE COMMUNITY LIBRARY DISTRICT
BOARD OF TRUSTEES MEETING
May 18, 2021**

I. Pledge of Allegiance – Roll Call

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

<u>Members Present</u>	<u>Absent</u>	<u>Guests</u>
Roger Shoup – President Sharon Frey Vivian Kerley Rachel O’Neill, - Secretary Roger Reeves Tami Schaibly Jessica Yakstis	None	Peggy Pick – Library Director

II. Public Comment - None

III. Approval of April 2021 MCLD BOT Meeting Minutes

There was a motion by Tami Schaibly and a second by Vivian Kerley to accept the April 2021 meeting minutes. The motion passed and the minutes will be placed on file at the library.

Roll call:

AYES: Frey, Kerley, O’Neill, Reeves, Schaibly, Shoup, Yakstis

ABSTAIN: None NAYS: None ABSENT: None

Approval of April 2021 Financial Reports/Vote

There was a motion by Jessica Yakstis and a second by Roger Reeves to accept the April 2021 financial reports.

Roll call:

AYES: Frey, Kerley, O’Neill, Reeves, Schaibly, Shoup, Yakstis

ABSTAIN: None NAYS: None ABSENT: None

IV. Reports

A. Director’s Report

May 18, 2021

COVID -19 Maryville Community Library

The Maryville Library continues to be open for 30 minute browsing sessions. We do not 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 CDC now advises that those fully vaccinated do not have to wear masks in most situations. Libraries are in the process of deciding how to proceed since there is no way to tell who has been vaccinated. At the moment, 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. We will closely monitor guidelines and recommendations from the American Library Association, the Illinois Library Association, and other local libraries as the situation evolves.

The adult fiction book club will meet May 21.

The adult nonfiction book club will meet June 11.

Registration for the Summer Reading Program began May 4. The program runs throughout the summer and reading logs are due in August.

Beginning in June, there will also be summer reading programs for adults that run through July 31.

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. We are waiting for a refund from RB Digital for the remainder of the subscription year as they canceled this service early.

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/. Each patron will be able to check out 6 items per month.

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 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 .

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 **Collection Development**: 30 items were added in April.

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

B. President's Report

1. Building Purchase Status and Proposed Remodeling

- The building at 15 Professional Park was purchased on Friday, May 14.
- The budget and building layout revisions have been provided to the architect, who will draw up the final plans.
- Discussed transfers relating to utilities and insurance.
- Will begin accepting bids on the remodeling work.
- Occupancy is not expected before the end of this year or Spring 2022.
- Some building security issues were discussed. Roger will follow-up with the Village Police for direction.

2. Board Officers.

The two open Board officer positions (Vice President and Treasurer) will be voted on at the June meeting. Roger Shoup will continue as the President and Rachel O'Neill will continue as the Secretary.

3. Committee Assignments

The Personnel Committee is the only current active committee and consists of Jessica Yakstis and Tami Schaibly. The Personnel Committee annually reviews the Director's activities and performs an audit of the Secretary's filed meeting minutes for the previous year.

C. Personnel Committee

No report.

VI. New Business - Ordinances

A. Ordinance 2021-2022-005 - Meeting Date, Time and Place

There was a motion by Roger Reeves and a second by Vivian Kerley to adopt the Meeting Date, Time and Place Ordinance as presented.

Roll call:

AYES: Frey, Kerley, O'Neill, Reeves, Schaibly, Shoup, Yakstis

ABSTAIN: None NAYS: None ABSENT: None

B. Ordinance 2021-2022-006 - Drug Free Workplace Act

There was a motion by Rachel O'Neill and a second by Tami Schaibly to enact the Drug Free Workplace Act Ordinance.

Roll call:

AYES: Frey, Kerley, O'Neill, Reeves, Schaibly, Shoup, Yakstis

ABSTAIN: None NAYS: None ABSENT: None

C. Ordinance 2021-2022-007 - Appoint Library Attorney

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

Roll call:

AYES: Frey, Kerley, O'Neill, Reeves, Schaibly, Shoup, Yakstis

ABSTAIN: None NAYS: None ABSENT: None

D. Ordinance 2021-2022-008 - Appoint Ad Hoc Committee to Audit Secretary's Minutes of the Library District

There was a motion by Vivian Kerley and a second by Tami Schaibly to appoint a committee consisting of Jessica Yakstis and Tami Schaibly to review the Secretary's meeting minutes.

Roll call:

AYES: Frey, Kerley, O'Neill, Reeves, Schaibly, Shoup, Yakstis

ABSTAIN: None NAYS: None ABSENT: None

E. Ordinance 2021-2022-009, Outstanding Obligations and Continuing Contracts

There was a motion by Jessica Yakstis and a second by Roger Reeves to approve and honor all of the outstanding obligations and continuing the contracts of the library for 2021-2022.

Roll call:

AYES: Frey, Kerley, O'Neill, Reeves, Schaibly, Shoup, Yakstis

ABSTAIN: None NAYS: None ABSENT: None

F. Ordinance 2021-2022-010, Investment Policy

There was a motion by Rachel O'Neill and a second by Vivian Kerley to adopt the Ordinance Setting Investment Policy Pursuant to the Public Funds Investment Act.

Roll call:

AYES: Frey, Kerley, O'Neill, Reeves, Schaibly, Shoup, Yakstis

ABSTAIN: None NAYS: None ABSENT: None

VII. Old Business

No old business discussed.

VIII. Next Board of Trustees Meeting

The next meeting will be held on Tuesday, June 15, 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 7:27 p.m.