I. Pledge of Allegiance – Roll Call
President Roger Shoup called the meeting to order at 7:02 p.m.

Members Present	Absent	Guests
Roger Shoup – President		Peggy Pick –
Laure Willmann – Treasurer (by phone)		Library Director
Rachel O'Neill – Secretary (by phone)		Roger Reeves
Sharon Frey		
Jessica Yakstis		
Tami Schaibly		

II. Public Comment - None
Introduction of new board member, Roger Reeves.

III. Approval of August 2020 MCLD BOT Meeting Minutes
There was a motion by Jessica Yakstis and a second by Tami Schaibly to accept the August 2020 meeting minutes. The motion passed and the minutes will be placed on file at the library.

Roll call:
AYES: Frey, O'Neill, Schaibly, Shoup, Willmann, Yakstis
OBSTAIN: None   NAYS: None   ABSENT: None

IV. Approval of August, September and October 2020 Financial Reports/Vote
There was a motion by Tami Schaibly and a second by Laure Willmann to accept the August, September and October 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
   November 17, 2020

The library will go to porch pickup starting Wednesday, November 18.

COVID -19 Maryville Community Library
Unfortunately, the number of COVID-19 cases continues to rise. 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 continues 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 cleans before the library opens each morning.

The library staff has been working with this stressful situation for a while, and they are to be commended for the extra effort and willingness to adapt to continually changing circumstances.

When the Illinois Heartland Library System reopened, all the settings for delayed holds and a lot of other operations went to some unknown default, which has caused a lot of problems. We often find yet another function that didn't restart smoothly.

In September, the Illinois Heartland library System (IHLS) increased the item quarantine period to seven days. Many libraries reported limited space and personnel made this was very difficult for them. IHLS then took over the quarantine duties on all items sent by courier. In November, IHLS reduced the quarantine period to 5 days, and continues to quarantine items at the delivery hubs.

Overdrive
We are waiting for IHLS to provide more information. In September, Nick took a webinar to get general information on the RB Media/Overdrive transition. Overdrive purchased RB Media, more news to come.

In response to our inquiry on October 15, IHLS sent an email: "No new updates as of now. We're still talking to our Overdrive rep about next steps and waiting on some information in writing. More to come soon (I hope)."

November 6 email from IHLS RE: RBDigital & Overdrive – "Our Overdrive rep confirmed that we will have access to all of our RBDigital content (eAudiobooks and eMagazines) via the RBdigital platform until the end of our contract period or June 30, 2021. This will give us some time to decide how to proceed and we will likely have another user's group meeting in the New Year. Stay tuned for more information and have an excellent weekend!"

Hoopla
Libraries responding to inquiries about Hoopla said it was very popular, but could quickly become very expensive. In addition, there was an issue with the authentication process that allowed patrons from other libraries to access Hoopla accounts. When this issue had been resolved, I spoke to a Hoopla contact at length about how to manage expenses.

We can control amount spent by limiting patrons use per month. We can then adjust price point so patrons see only items (i.e. under $3). We can then implement a monthly budget cap.
We can cut back on methods of promotion. Strongly recommend we start small and leave room in our budget for growth in the second year.

Maryville Community Library has signed a contract, completed a digital questionnaire, and received staff training on how to generate reports to track expenses. We are waiting for the Hoopla ILS Authentication Integration to be completed. This sets up, among other things, the system to authenticate our patrons so only Maryville patrons can access our Hoopla account. This requires IHLS involvement. Andrew sent me a notice on November 9 to let me know he was still waiting for a response from IHLS. I submitted a Help Desk request, and they indicated someone would contact Andrew to enable us to move forward and offer Hoopla to our patrons.

Fine Free
All libraries that responded to inquiries about going fine free were very positive. They advertise fine free status on assorted media; still send overdue notices; do not allow any additional checkouts until overdue items are renewed or returned. All still require patrons to pay for lost/damaged items.

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 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 Novelist K-8
Plus.

There was a motion by Tami Schaibly and a second by Laure Willman to accept the director's
report. Motion carried.

B. **President's Report**
   A "Story Walk" presentation was made to the Village Park Committee on November 16.
   Roger Shoup will follow up on the status.

C. **Personnel Committee**
   No report.

VI. **New Business**
   No report

VII. **Old Business**
   A. Fines and fees.
   There was a motion by Tami Schaibly and a second by Rachel O'Neill that the Maryville
   Community Library establish a fines free status of elimination of patrons' overdue/late fees,
   with the exception of lost or damaged items.

   Roll call:
   AYES: Frey, O'Neill, Schaibly, Shoup, Willmann, Yakstis
   OBSTAIN: None   NAYS: None   ABSENT: None

   B.   New phone system.
    Information from two companies is being collected for the January meeting.

VIII. Next Board of Trustees Meeting
The next meeting will be held on Tuesday, January 19, 2021 at 7:00 p.m. at the library.

X. Adjournment
There was a motion by Sharon Frey and a second by Jessica Yakstis to adjourn the meeting. Motion passed and the meeting adjourned at 7:48 p.m.