

MARYVILLE COMMUNITY LIBRARY DISTRICT
BOARD OF TRUSTEES MEETING
October 19, 2021

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	Roger Reeves	Peggy Pick –
Sharon Frey - Treasurer		Library Director
Vivian Kerley		
Rachel O’Neill – Secretary		
Jessica Yakstis –Vice President		

Board Member Tami Schaibly resigned from the Board effective with the October 2021 meeting. The Maryville Community Library is grateful for Tami’s service.

II. **Public Comment - None**

III. **Approval of September 2021 MCLD BOT Meeting Minutes**

There was a motion by Rachel O’Neill and a second by Jessica Yakstis to accept the September 2021 meeting minutes. The motion passed and the minutes will be placed on file at the library.

Roll call:

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

ABSTAIN: None NAYS: None ABSENT: Reeves

Approval of September 2021 Financial Reports/Vote

There was a motion by Jessica Yakstis and a second by Sharon Frey to accept the September 2021 financial reports.

Roll call:

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

ABSTAIN: None NAYS: None ABSENT: Reeves

IV. Reports

A. Director's Report October 19, 2021

New Library Furnishings - There is nothing new to report since going over the plans with the architect earlier this month.

Audit Status - Donohoo McCalley & Associates will not be submitting a bid.

COVID -19 Maryville Community Library

The latest news of the COVID -19 transmission rate is cautiously optimistic. We are hopeful the transmission rate will not increase again as the weather turns colder and people gather indoors. However, for the present, the Maryville Library continues to be open for 30 minute browsing sessions.

The library is now operating on the regular pre-pandemic schedule: M – T 9 – 8, F – Sat 9 – 4, closed Sunday.

There are no toys, tables, or computers available. We will continue porch pick-up services as some patrons seem to prefer this. Several patrons have thanked the library staff for continuing this service so they do not have to enter the building to pick up books.

As of October 12, Executive Order 2021-20 is still in effect.

Section 1: Face covering requirements for individuals. Beginning on Monday, August 30, 2021, all individuals in Illinois who are age two or over and able to medically tolerate a face covering (a mask or cloth face covering) shall be required to cover their nose and mouth with a face covering when in an indoor public place. Illinoisans should also consider wearing a mask in crowded outdoor settings and for activities that involve close contact with others who are not fully vaccinated.

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. We will closely monitor guidelines and recommendations from the American Library Association, the Illinois Library Association, and other local libraries as the situation evolves.

Grant Award from Illinois State Library

The Maryville Library received \$11,739 from the Illinois State Library for the grant application I submitted for emergency preparedness supplies for the new building. These supplies include plexiglass partitions, charging stations for phones and devices, a solar generator, and other emergency preparedness materials that will be useful in a variety of disasters.

Outreach

Maryville Fall Festival in Fireman's Park, October 16

A staff member will dress as Clifford the Big Red Dog and another will provide small crafts for children.

The Fall Festival will include Bark in the Park, so the library staff will have dog treats to distribute as well.

Programs

The adult book group **LARC** will meet October 15 to discuss best sellers from the years members were born. The book selected for the meeting on November 19 is ***I Have a Bad Feeling About This*** by Jeff Strand.

LARC II will meet January 7 to discuss ***Finding Dorothy: A Novel*** by Elizabeth Letts. The adult book groups will continue to meet in an activity room the Lutheran church is allowing community groups to use.

The Maryville Library participated in the **Illinois Heartland Library Crawl** in which patrons visit other libraries and have a library “passport” stamped at each library they visit.

Cambridge House is once again allowing Nick Waller to visit with books and give talks on historical subjects. His October talk will be “Life in the Medieval World.”

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.

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.

Heritage Quest Online

Offers genealogy resources.

<https://proxy.lcls.org:2443/login?qurl=https://www.heritagequestonline.com>

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.

Check out the Library's web and Facebook pages: <http://www.maryville.lib.il.us/> and <https://www.facebook.com/MaryvillePublicLibrary/>

Library Hours: Monday – Thursday 9 – 8 pm, Friday-Saturday 9-4 pm, Sunday Closed.

Collection Development: 62 items were added in September. Patrons statistics – attached.

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

B. President's Report

1. **Building Remodeling Updates** – Roger Shoup has sketches of the proposed layouts with changes since the last review.
2. **Bank Account changes** – Roger Shoup requested the bank to allow access by the Treasurer.

There was a motion by Sharon Frey and a second by Jessica Yakstis to approve the expense of \$67 (plus change) to allow Treasurer Sharon Frey access to review the library bank accounts.

Roll call:

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

ABSTAIN: None NAYS: None ABSENT: Reeves

3. **Search Committee** - Roger Shoup stated that with Peggy Pick's resignation as Library Director, a search committee needs to be established to fill the position. All job announcements, inquiries and resumes will go through the library email applicants@maryville.lib.il.us.

There was a motion by Sharon Frey and a second by Vivian Kerley to establish a search committee to fill the Library Director position. The committee will be composed of board members Jessica Yakstis and Rachel O'Neill, and library staff members Mary Goodwin and Heather Bowlby. Motion carried.

C. Personnel Committee Report – No report.

D. Treasurer's Report.

1. Bookkeeping Service Search

Sharon Frey handed out the following to be reviewed for discussion at the November Board meeting:

- The draft proposal sent to the three bookkeeping firms contacted.
- Proposals from Franklin & Vaughn, YCG Accounting, and Thompson & Lengacher Company.

Peggy Pick stated that the only auditor proposal received came from C. J. Schlosser & Company.

There was a motion by Sharon Frey and a second by Vivian Kerley to approve the appointment of C. J. Schlosser & Company as the library auditor.

Roll call:

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

ABSTAIN: None NAYS: None ABSENT: Reeves

- V. **New Business** – There was a question on the timing of the new library building bids. Roger Shoup explained that, with all the decisions needed on the diagrams, drawings, cost estimates, etc., he does not expect the bidding process to start before the New Year.

- V. **Old Business** – No report.

VII. Next Board of Trustees Meeting

The next meeting will be held on Tuesday, November 16, 2021 at 7:00 p.m. at the Maryville Community Center.

VIII. Adjournment

There was a motion by Vivian Kerley and a second by Jessica Yakstis to adjourn the Board meeting. Motion passed and the meetings adjourned at 7:18 p.m.