

**C.E. BREHM MEMORIAL PUBLIC LIBRARY DISTRICT
MINUTES – BOARD OF LIBRARY TRUSTEES
February 11, 2020**

President Ruthie Alexander called the meeting to order at 7:01 PM. Present were Ruthie Alexander, Amanda Crider, Chad Curd, Clyde Hall, Sharon Yearwood, Library Director Bill Pixley and Asst. Library Director Esther Curry. Absent were Bob Metcalf and Renee Jenkins. The necessary quorum was present.

AUDIENCE TO VISITORS: None.

SECRETARY’S REPORT: Motion was made by Sharon Yearwood to approve the January 14, 2020 minutes. Second by Chad Curd. Motion carried.

CORRESPONDENCE: None.

TREASURER’S REPORT: The Treasurer’s Report was read by President Ruthie Alexander in the absence of Board Treasurer Bob Metcalf. Balances were reported as follows for January 31, 2020:

Community First Bank	General Operating Cash	542,885.57
	Working Cash Fund	199,942.00
	Special Reserve Fund	<u>491,032.00</u>
	Total	\$1,233,859.57

Motion to approve the Treasurer’s report for January 2020, move \$100,000 from checking to savings, and pay the January bills made by Amanda Crider. Second by Clyde Hall. ROLL CALL #1 was approved 5-0.

DIRECTOR’S REPORT: Director Bill Pixley reported that a Schweinfurth Foundation grant application has been submitted on behalf of the Library.

Staff Reports: Children’s Librarian Melissa Burns submitted a written report for January.

REPORT OF OFFICERS:

President: None.

Treasurer: None.

STANDING COMMITTEES:

Finance Committee Report: None.

Personnel Committee Report: None.

Policy Committee Report: None.

Building and Grounds Committee Report: None.

Community Relations Committee Report: None.

REPORT FROM THE ILLINOIS HEARTLAND LIBRARY SYSTEM: None.

REPORT FROM THE SHAKESPEARE FOUNDATION: None.

ANNEX: None.

UNFINISHED BUSINESS: The Board continued discussion briefly on the possibility of eliminating late fees and the benefits versus costs other libraries have experienced when doing

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so. Assistant Library Director Esther Curry told the board of a Webinar on the subject February 13, 2020 in which libraries of diverse sizes will discuss how some level of fine elimination had proved beneficial. Several trustees expressed interest in attending online. The matter was tabled for now.

The Personnel Committee was unable to meet to discuss upcoming minimum wage increases following the last board meeting. Members of the Committee tentatively rescheduled the session for Monday, February 24, 2020. Proper public notification and announcements will be made on the finalized date and time.

The board discussed but took no action on a topic presented in last month's meeting, the formation of new short- and long-range plans/goals for the Library. The possibility of ad hoc committees was discussed, as well as ways to conduct useful surveys of the public and of Library staff.

NEW BUSINESS: The Trustees were given forms and reminded to turn in their annual Statements of Economic Interest.

Board members were also reminded to take the annual Open Meetings Act training online, but as of the February board meeting, the 2020 training had not been posted to the state site.

A meeting for the Building and Grounds Committee to discuss several maintenance topics was tentatively scheduled for Tuesday, March 10, 2020 at 6 PM.

CLOSED SESSION: None.

ADJOURNMENT: A motion to adjourn was made by Ruthie Alexander at 7:59 PM. Second by Chad Curd. Motion carried.
