

**C. E. Brehm Memorial Public Library
Minutes – Board of Library Trustees
March 9, 2021**

President Ruthie Alexander called the meeting to order at 7:00 PM. Present were Alexander, Valerie Davis, Bob Metcalf, Linda Woodrome, Sharon Yearwood, Director Bill Pixley, and Assistant Director Esther Curry. Amanda Crider and Renee Jenkins were present on Zoom. The meeting was recorded.

Audience to Visitors: Greg Lambertson, former resident of Mt. Vernon, has returned to the area as a retiree. Greg stated his career had been in the tech field and he wanted to offer his services, free of charge, to the genealogy department. Pixley directed him to speak with the Genealogy Librarian.

Secretary’s Report: The February 9, 2021, minutes were presented. Bob Metcalf made a motion to accept the minutes as presented. Linda Woodrome seconded the motion. The motion carried. ROLL CALL #1 was approved 7-0.

Correspondence: Director Pixley shared two notes of correspondence. The first note was from Joan Cade presenting the Library with a check for \$300.00 to purchase books in recognition of patron Sharon Martin. The second was a “Thank You” note from patron Deb Nelson thanking the Library for all the services provided and the friendly atmosphere.

Treasurer’s Report: The financial report was presented by Treasurer Bob Metcalf. Balances were as follows as of March 9, 2021:

Community First Bank	General Operating Cash	!,266,529.00
	Working Cash Fund	199,942.00
	Special Reserve	<u>541,211.00</u>
	TOTAL	\$2,007,682.00

Metcalf recommended no money transfers between accounts. Director Pixley concurred. Linda Woodrome made the motion to pay March, 2021, bills and to approve the Treasurer’s Report. Valerie Davis seconded the motion. The motion carried. ROLL CALL #2 was approved 7-0.

Director’s Report: Director Pixley informed the Board that he was in the process of interviewing possible replacements for Melissa Burns’ position as Children’s Librarian. Pixley also stated that Melissa Burns had set up the virtual Summer Reading program for 2021 before leaving.

Director Pixley informed the Board, that, at this time, he was looking at three more years as Library Director before his retirement.

Staff Reports: None.

Standing Committees:

Finance: None.

Personnel: Renee Jenkins made a motion to accept the February 23, 2021, minutes of the Personnel Committee. Amanda Crider seconded the motion. The motion carried. ROLL CALL #3 was approved 3-0.

Policy: Renee Jenkins made the motion to approve the Policy Committee minutes for February 9, 2021. Valerie Davis seconded the motion. The motion carried. ROLL CALL

#4 was approved 3-0.

Building and Grounds: None.

Community Relations: None.

Annex: None.

Illinois Heartland: Sharon Yearwood noted that three training sessions for Trustees had been prepared by IHLS to be presented on Zoom March 13, April 17, and May 15, 2021 at 10:00 AM. Those wishing to attend the March 13 session could meet at Yearwood's home.

Shakespeare Foundation: Bob Metcalf reported that the Foundations was in good shape and was able to invest funds safely at a rate of 3.9%.

Unfinished Business: Director Pixley stated that he had received all of the trustees' Statements of Economic Interest. He had most of the OMA Certificates from the board but still needed a few more members to complete the OMA training.

Pixley informed the board that the majority of the staff had received their first Covid shot and some had even received both.

New Business: The E-Rate review was given by Assistant Director Curry. Curry stated the E-Rate no longer pays phone rebates but does pay 90% of WIFI service. Again, Curry recommended Clearwave as the Library's WIFI provider. She stated that Clearwave was still the best option for the Library in terms of reliability, security, and economy. Lazerware would monitor the Library's usage when patron traffic picks up in the summer. A motion was made by Valerie Davis to accept Clearwave as our provider for the E-Rate proposal. Ruthie Alexander seconded the motion. The motion carried. ROLL CALL #5 was approved 7-0.

Revision of the Electronic Information Networks policy was presented. A motion to approve the amended policy was made by President Alexander and seconded by Valerie Davis. The motion carried. ROLL CALL# 6 was approved 7-0.

Closed Session: None.

Adjournment: President Alexander made the motion to adjourn the meeting. The motion was seconded by Valerie Davis. The motion carried. ROLL CALL#7 was approved 7-0. The meeting was adjourned at 7:35 PM.
