

**C. E. Brehm Memorial Public Library
Minutes of the Board of Trustees
Mt. Vernon, IL
January 11, 2022**

President Clyde Hall called the meeting to order at 7:07 PM and read the following:
“**The continuation of the Disaster Proclamation by Gov. Pritzker allows for C. E. Brehm Memorial Public Library to make a localized finding that it is not practical, prudent, or safe for all our Board Members to meet in person on (1-11-2022). This is based on Jefferson County’s number of Covid-19 cases in the last month , and our county’s vaccination rate which is currently below the state average. (State’s Fully Vaccinated Percentage: 64%, JeffersonCounty’s Fully Vaccinated Percentage: 42.48% as of January 10, 2022). In accordance with ILCS 120(e), this meeting will follow the rules and procedures contained within for this virtual meeting.**”

The meeting was recorded.

Those present were Sharon Yearwood, Director Bill Pixley, and Assistant Director Esther Curry. Those present on ZOOM were Amanda Crider, Valerie Davis, and Clyde Hall. Those absent were Renee Jenkins, Bob Metcalf, and Linda Woodrome.

Audience to Visitors: None.

Secretary’s Report: The December 14, 2021, Secretary’s Report was previously presented to the Board. With there being no changes or additions to the minutes, Amanda Crider made a motion to accept the Secretary’s Report. Clyde Hall seconded the motion. The motion carried. Roll Call #1 was approved 4-0.

Correspondence: Director Pixley shared a “Thank You” note from Rome Meadows thanking the library for its library service to their residents.

Treasurer’s Report: In the absence of Board Treasurer Bob Metcalf, Director Pixley presented the monthly report. Balances as of January 11, 2022, were as follows:

Community First Bank	General Operating Fund	\$ 816, 877.00
	Working Cash Fund	199, 942.00
	Special ReserveFund	<u>1,393,296.00</u>
	TOTAL	\$ 2,410, 115.00

President Hall made a motion to approve the January, 2022, Treasurer’s Report; pay the January, 2022 bills; and move \$100,000.00 from Savings to Checking. Treasurer Metcalf will be consulted about the procedure for the transfer of these monies. Valerie Davis seconded the motion. The motion carried. Roll Call #2 was approved 4-0.

Director’s Reports: None.

Staff Reports: None

Report of Officers:

President: None.

Treasurer: None.

Standing Committees:

Finance: None.

Personnel: None.

Policy: None.

Building and Grounds: None.

Community Relations: None

Special Committees:

Annex Committee: The Annex Committee minutes of January 5, 2022, were previously given to the Board. As there were no questions or changes, Sharon Yearwood made a motion to accept the January 5, 2022, Annex Committee minutes. Amanda Crider seconded the motion. The motion carried. Roll Call # 3 was approved 2-0.

Report from Illinois Heartland Library System: Assistant Director Esther Curry stated the Director and the IHLS Board were gearing up for the Legislative meet-ups.

Report from the Shakespeare Foundation: None.

Unfinished Business:

Open Meetings Act: Director Pixley was pleased to announce that the OMA website is up and running. Board members need to complete Open Meetings training.

Covid-19 Update: Director Pixley stated that he had canceled Game Day due to the large number of participants that usually attend. He did not want the event to be a Covid-19 spreader. President Clyde Hall told Director Pixley to use his discretion in canceling future programs. Curb-side pick up is still in use but fewer patrons are utilizing this service.

Annex: No report.

New Business

Statement of Economic Interest: Director Pixley presented copies of the new Statement of Economic Interest to Board members. This statement must be signed by each member of the Board. As there were major changes to the statement, Pixley will check with the County Clerk to see if this is the correct form.

Note: At this time a break was taken in the meeting to reconnect with Zoom members. These members were needed to establish a quorum. The meeting resumed.

BiAnnual Review of Closed Session Meetings: No Action Taken. Tabled until February meeting.

CD Rates: Pixley presented a list of local banks and their current CD rates.

No Action Taken. Tabled until February meeting.

Training Period Language: New Training Period Language was accepted for the Policy Manual. Valerie Davis made a motion to accept the new language for the Policy Manual. Amanda Crider seconded the motion. The motion carried. Roll Call #4 was approved 4-0.

Schedule Policy Committee Meeting: A meeting of the Policy Committee needs to be scheduled to review the sections "Electronic Information Networks, Material Selection, and Borrowing Privileges" in the Policy Manual. No Action Taken. Tabled until February meeting.

Memo of Understanding: Amanda Crider made the motion to accept the Memo of Understanding between Rend Lake College and the C. E. Brehm Memorial Public Library. The memo concerns the use of Brehm Library space as a meeting place for certain RLC students. Valerie Davis seconded the motion. The motion carried. Roll Call #5 was approved.

ILL Survey: Pixley reported that concerning loaning of materials, the survey showed that Brehm Library was loaning more materials and borrowing less. The numbers for 2021 were similar to the year before (2020) in circulation quantity.

Closed Session: None.

Adjournment: As there was no other business, Amanda Crider made a motion to adjourn the meeting. President Hall seconded the motion. The motion carried. Roll Call #6 was approved 4-0. The meeting was adjourned at 7:47 PM.

