

MANHATTAN-ELWOOD PUBLIC LIBRARY DISTRICT BOARD MINUTES

June 22, 2020

The regular meeting of the Board of Trustees, Manhattan-Elwood Public Library District took place virtually on Zoom and was called to order at 4:37 pm.

ROLL CALL: Present: (voting members): Sharon Gill, Robert Braam, Keri English, Jan Krekel, Patti Blatti, Kim Ciuffini; Not Present: Terry Ralston
Library staff: Ashley Hopper, Director; Nicole Silberman, Admin. Assistant

CHANGES TO AGENDA: None

PUBLIC COMMENT: None

AUDIENCE TO VISITORS: None

MINUTES: Minutes from May meeting were approved as written.

CORRESPONDENCE: None

FINANCIAL REPORTS: Filed for audit

PAYMENT OF SPECIAL BILLS: None

DIRECTOR'S REPORT: Director Hopper shared information about Curbside Pickup that started on June 2. Those utilizing the service have expressed their appreciation and satisfaction with the service, but the stats have been much lower than expected. RAILS delivery service will fully resume on June 29. Several updates to our website have been made in an effort to feature more of our digital offerings, adding lists of book, movie, and music recommendations, and highlighting new releases for easier browsing. In addition, a virtual summer reading program for all ages has begun utilizing the online platform, "Beanstack," with prizes provided by the generous sponsorship from Kevin Molloy, Statefarm Insurance. Finally, Director Hopper shared recent news that Governor J.B. Pritzker signed Public Act 101-0642 declaring November 3, 2020 as a State holiday known as 2020 General Election Day, which requires all government offices to close for Election Day on November 3, 2020.

Budget Committee: The budget committee met on June 18 to discuss the 2021-2022 Tentative Budget. Secretary Ciuffini motioned and Treasurer English seconded the motion to approve the 2021-2022 Tentative Budget as recommended by the budget committee. Motion passed unanimously with a roll call vote.

Essential Business: Reopening Plan Update – The library plans to reopen to the public on Tuesday, July 7, 2020, with a temporary reduction in the hours we are open. Hours will be: Monday - Closed, Tuesday & Wednesday 12-7pm, Thursday & Friday, 10-5pm, Saturday 10am-2pm. Library spaces have been reconfigured to allow for proper distancing between employees. In addition, we will post new temporary procedural changes including requiring those who enter the building to wear a mask, limiting time spent in the library to an hour, including unattended children. Public seating will be eliminated, with tables to be used for library displays making it easier for patrons to browse. Vice President Braam motioned and Treasurer English seconded the motion to approve these temporary procedural changes, with all in favor.

Purchase of Additional Shelves: After discussing the recent 33% increase in circulation of kid's books in the Children's dept after purchasing face out shelving, Treasurer English motioned and Vice President Braam second the motion to approve the purchase of more face out shelving, at a cost of \$11,879. Motion passed unanimously with a roll call vote.

Sustainable Investment Policy: A motion was made by Trustee Blatti and seconded by Treasurer English to approve the addition of a new "Sustainable Investment Policy" to our bylaws, as required by law.

ADJOURNMENT: 5:55 pm

Respectively submitted,

Nicole Silberman. Administrative Assistant