

# MANHATTAN-ELWOOD PUBLIC LIBRARY DISTRICT BOARD MINUTES

July 26, 2021

The regular meeting of the Board of Trustees, Manhattan-Elwood Public Library District was called to order at 4:34 pm.

**ROLL CALL:** Present: (voting members): Sharon Gill, Robert Braam, Keri English, Patti Blatti, Jan Krekel, Julie Mason, Krislette Smeets (left early); Library Staff: Ashley Hopper, Director; Nicole Silberman, Admin. Assistant; Marcy Juarez, Admin. Assistant

**CHANGES TO AGENDA:** None

**PUBLIC COMMENT:** None

**AUDIENCE TO VISITORS:**

**MINUTES:** Minutes from June board meeting were approved as written. Closed Meeting minutes from June were reviewed and approved.

**CORRESPONDENCE:** The library received a Per Capita award letter from the Sec. of State.

**FINANCIAL REPORTS:** Filed for audit

**PAYMENT OF SPECIAL BILLS:** None

**DIRECTOR'S REPORT:** Director Hopper reported the updates on the Monday hours and the number of patrons during these hours and new hires for the library were mentioned.

**ESSENTIAL BUSINESS:** None

**Serving Our Public:** Treasurer Keri English reviewed and discussed Chapters 5 (Building Infrastructure and Maintenance) and 6 (Safety). Trustee Jan Krekel will review Chapters 7 and 8 for the August meeting.

**Operations & Hours Update:** Discussed the mask policy for patrons. It was discussed to update signage and leave out disposable masks for patrons to take. The Board agreed to have staff hand out information for upcoming meetings and the trustee email account for patrons to contact with inquiries regarding library policies. A motion was passed to leave the mask policy in place with a unanimous call vote (Smeets not present).

**Fine Free Discussion:** Late fees have been paused since March of 2020, the late fee income has minimal impact to the annual budget. There have been 175 cards blocked and 124 lost card holders in the last review. A motion was made to make the library fine free. The motion was made by Keri and seconded by Julie and passed with a unanimous roll call vote (Smeets not present).

**Revised Tentative Budget:** There was a minor revision to the numbers in the budget that were updated to the correct line items. Motion passed unanimously with a roll call vote (Smeets not present).

**Ordinance 21-3- 2% Tax Levy:** Annual ordinance that helps with building and maintenance line items. The motion was made by Patti and seconded by Keri and passed with a unanimous roll call vote (Smeets not present).

**ADJOURNMENT:** 6:12 pm

Respectively submitted,

Marcy Juarez, Administrative Assistant

