

**Du Quoin Public Library Board of Trustees Minutes**  
**June 8<sup>th</sup>, 2020**

The Du Quoin Public Library Board of Trustees June 8<sup>th</sup>, 2020 meeting was called to order by Vic-President Sarah Doerner at 6:30 p.m. via in-person, online and telephonic attendance due to the Covid-19 pandemic .

PLEDGE OF ALLEGIANCE TO THE FLAG OF THE UNITED STATES OF AMERICA:

Sarah Doerner led the Trustees in the recitation of the “Pledge of Allegiance to the Flag” following the call to order.

ATTENDANCE

Roll call was collected by Kristina Benson.

Members present: Sarah Doerner In-person, Joyce Calvert Phone, Carol Downs In-person, Gail Durkota Zoom, Leanna Leek Phone, Betty Eastman Phone, Jacob Emling In-person.

Members absent: Harold Calderon

Library staff present: Kristina Benson

Guests present: None

PUBLIC COMMENT: None

ANNOUNCEMENTS: None

APPROVAL OF MINUTES:

Minutes for the May 20<sup>th</sup> meeting were filed as written. Motion was made by Joyce Calvert and seconded by Betty Eastman.

FINANCIAL REPORT:

The financial report for May 2020 as provided by the City was reviewed. Financial report was approved as written subject to audit.

There was a motion made by Jacob Emling and seconded by Sarah Doerner to pay the June 2020 bills.

LIBRARIAN’S REPORT:

-IHLS delivery restart process after the stop due to Covid-19 was provided.

-Non-resident Cards for Kids Act passed the Illinois General Assembly and was expecting signature from the Governor. Act would require public libraries to participate in the non-resident card program and provide free cards to students whose income levels qualify for the national free lunch program. Guidance on how to implement this and information sharing with local school districts is expected from the Illinois State Library.

-Curbside service started June 1<sup>st</sup>. Summer Reading Program weekly craft bags are being distributed in lieu of in-person programming and a library open to the public.

-Preliminary requests of the Battelle scientific study indicates that libraries should quarantine all materials for a 72 hour period to ensure the safety of our workers and our collections from Covid-19 contamination.

-Library furniture has been label, packaged, and stored in preparation for reopening the library to the public. The lack of furniture will discourage loitering and require social distancing. All actions were taken to decrease the spread of the virus in our community.

STANDING COMMITTEE REPORTS:

FINANCE COMMITTEE: None to report.

GRANTS COMMITTEE: None to report.

PERSONNEL COMMITTEE: None to report.

POLICY COMMITTEE: None to report.

BUILDING AND GROUNDS: None to report.

LONG RANGE PLANNING: None to report.

PUBLICITY AND PROMOTIONS: None to report.

GENEALOGY COMMITTEE: None to report.

NEW BUSINESS:

Motion to reopen the library with limited capacity as Illinois moves into Phase 4 was made by Betty Eastman and Joyce Calvert. Motion carried. Library will re-open July 1<sup>st</sup>. All patrons must wear a mask and occupancy limits are set at twenty at a time.

Motion to accept Joy Upton's letter of resignation was made by Joyce Calvert and seconded by Leanna Leek. The Du Quoin Public Library would like to commemorate Joy for her years of service to the library and dedication to the profession of librarianship.

Motion to host a book sale at Keyes Park in partnership with Marshall Browning Hospital July 25<sup>th</sup> was made by Sarah Doerner and seconded by Leanna Leek.

Motion to accept the bid from Home Lumber to construct a computer workstation and create plexi-glass guards for the circulation counter was made by Betty Eastman and seconded by Sarah Doerner. Motion carried.

Motion to participate in the non-resident card program July 1<sup>st</sup>, 2020 to June 30<sup>th</sup>, 2021 at the rate of \$35.00 per household was made by Gail Durkota and seconded by Joyce Calvert.

ADJOURNMENT:

A meeting was adjourned by Vice-President Sarah Doerner at 7:19 p.m.

Respectfully submitted,  
Leanna Leek