

**Du Quoin Public Library Board of Trustees Minutes  
December 14<sup>th</sup>, 2020**

The Du Quoin Public Library Board of Trustees December 14<sup>th</sup>, 2020 meeting was called to order by President Sarah Doerner at 6:32 p.m. via in-person, telephonic, and electronic attendance due to the continued Covid-19 pandemic.

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

Secretary Leanna Gary 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 Leanna Gray.

Members present: Joyce Calvert phone, Sarah Doerner in-person, Carol Downs in-person, Gail Durkota computer, Leanna Leek in-person, Harold Calderon computer, Angelina Mabry computer.

Members absent: Betty Eastman, Jacob Emling

Library staff present: Kristina Benson

Guests present: None

**PUBLIC COMMENT:** None

**ANNOUNCEMENTS:** None

**APPROVAL OF MINUTES:**

Minutes for the November 9<sup>th</sup>, 2020 meeting were filed as written. Motion was made by Carol Downs and seconded by Sarah Doerner. All approved.

**FINANCIAL REPORT:**

The financial report for December 2020 as provided by the City was reviewed.

Motion to accept the financial report subject to audit was made by Carol Downs and seconded by Leanna Gray. All in attendance approved.

Motion to pay the December, 2020 Library bills was made by Sarah Doerner and seconded by Carol Downs. Motion carries.

**LIBRARIAN'S REPORT:**

-Grant updates include: Per Capita FY2021 now completed by Board, Library was successful in the \$500 Cares Act grant & \$2000 Back to Books, \$2000, and Elks organization helping secure money for the library,

-Lights will remain on in the library during the weekends of December at the request of Mayor Alongi.

-Banterra account signatures available for signees.

-Library is currently open to the public by appointment and through curbside service due to Covid-19 restrictions.

-Illinois Cards for Kids Act meeting was attended. All children in our school district outside of the municipal limits are eligible for a card this year due to free-lunch program being extended state-wide.

-Quarantine period for library materials has been decreased to three days at Illinois Heartland Library system.

STANDING COMMITTEE REPORTS:

FINANCE COMMITTEE: Nothing to report.

GRANTS COMMITTEE: Nothing to report.

PERSONNEL COMMITTEE: Nothing to report.

POLICY COMMITTEE: Currently being reworked due to pandemic procedures.

BUILDING AND GROUNDS: Nothing to report.

LONG RANGE PLANNING: Will be active in 2021

PUBLICITY AND PROMOTIONS: Library has an Instagram account.

GENEALOGY COMMITTEE: Pricing of Silver books database will be explored.

OLD BUSINESS:

The Library Board discussed Chapters 11-13 from the *Serving our Public 4.0*.

Letter signed to present to the City Payroll Dept. for 2021 employee hourly increases.

Signatures were collected from Library Officers present for the Banterra Reserve Money Market Account.

NEW BUSINESS:

A motion was made to accept the 2021 Holiday Closure Schedule as amended was made by Leanna Gray and seconded by Sarah Doerner.

A motion to accept the 2021 Board of Trustees Meeting Schedule was made by Gail Durkota and seconded by Harold Calderon.

ADJOURNMENT:

A meeting is adjourned by Sarah Doerner through in-person, electronic attendance, and phone conference at 7:11 p.m.

Respectfully submitted,

By Kristina Benson to

Leanna Gray  
Library Board Secretary