

**Du Quoin Public Library Board of Trustees Minutes
November 8th, 2021**

The Du Quoin Public Library Board of Trustees November 8th, 2021 meeting was called to order by Secretary Leanna Gray at 6:28 p.m. at the Du Quoin Public Library.

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

Leanna Gray led the board and staff in the “Pledge of Allegiance” following the call to order.

ATTENDANCE

Roll call was collected by Kristina Benson.

Members present: Noah Coleman, Carol Downs, Gail Durkota-computer, Mary Jo Novak, Leanna Gray, Angelina Mabrey.

Members absent: Sarah Doerner, Jacob Emling, Harold Calderon

Guests present: None

PUBLIC COMMENT: None

ANNOUNCEMENTS: None

APPROVAL OF MINUTES:

Minutes for the October 11th, 2021 meeting were filed as written. A motion was made by Angelina Mabrey and seconded by Noah Coleman. All approved.

FINANCIAL REPORT:

The financial report for October 2021 as provided by the City was reviewed. Motion to accept the financial report subject to audit was made by Carol Downs and seconded by Angelina Mabrey. All in attendance approved.

Motion to pay the November 2021 Library bills was made by Noah Coleman and seconded by Leanna Gray. All in attendance approved.

LIBRARIAN'S REPORT:

-Grant updates include: Per Capita FY2020 completed, Transforming Library Spaces orders placed for pod & laptops, Live and Learn Construction application will be submitted in next cycle, Penguin programming grant will be explored for upcoming year.

-Board discussed restarting larger children's events during the holiday season.

-Kristina will attend a day-long continuing education seminar provided by Illinois Heartland Library system.

-Large donation of new dvds has been received and processed.

-Take cabinet will be restocked for the winter season with grab & go food items, gloves, and new hygiene products.

STANDING COMMITTEE REPORTS:

FINANCE COMMITTEE: Annual meeting to review 2022 Budget

GRANTS COMMITTEE: Restarting Girls Who Code discussed and planned for 2022

PERSONNEL COMMITTEE: Director's Evaluation to be discussed at current meeting.

POLICY COMMITTEE: Completed product presented to full board at current meeting.

BUILDING AND GROUNDS: Mary Jo Novak conscripted to head committee.

LONG RANGE PLANNING: Strategic plan to be presented to full board at current meeting.

PUBLICITY AND PROMOTIONS: Nothing to report.

GENEALOGY COMMITTEE: Nothing to report.

OLD BUSINESS:

Motion to accept the new policy manual was made by Noah Coleman and seconded by Leanna Gray. All approved.

Motion to accept the 2022 to 2025 Du Quoin Public Library Strategic Plan was made by Angelina Mabrey and seconded by Noah Coleman. All approved.

Chapters 5-9 of *Serving Our Public 4.0 Standards for Illinois Public Libraries* were reviewed as part of the FY2022 Per Capita grant application.

NEW BUSINESS:

Mary Jo Novak was warmly welcomed to the Du Quoin Public Library Board of Trustees as a replacement to Betty Eastman. Mary Jo's term concludes July 1, 2022.

Motion to nominate Leanna Gray for the open Board of Trustee's vice president position was made by Gail Durkota and seconded by Carol Downs. All approve.

Motion to accept the 2022 budget was made by Noah Coleman and seconded by Leanna Gray. All approved.

Board discussed wage and benefit increases for the future. Kristina is going to explore this topic and report findings at upcoming meetings.

Chapters 10-13 of *Serving Our Public 4.0 Standards for Illinois Public Libraries* were distributed to all board members for review at the December meeting as part of the FY2022 Per Capita grant application.

Board discussed the director's evaluation. Motion for Christmas Bonuses in the amount of \$200 for Kristina & \$100 each for Elizabeth and Brittany was made by Carol Downs and seconded by Mary Jo Novak. All approved.

ADJOURNMENT:

The meeting adjourned at 7:49 p.m.

Respectfully submitted,
By Kristina Benson to

Leanna Gray
Library Board Secretary