

**Du Quoin Public Library Board of Trustees Minutes
September 13th, 2021**

The Du Quoin Public Library Board of Trustees September 13th, 2021 meeting was called to order by Secretary Leanna Gray at 6:31 p.m. at the Du Quoin Public Library.

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

Betty Eastman 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: Carol Downs, Gail Durkota on computer, Betty Eastman, Leanna Gray, Harold Calderon, Angelina Mabrey.

Members absent: Noah Coleman, Sarah Doerner, Jacob Emling

Library staff present: Kristina Benson

Guests present: None

PUBLIC COMMENT: None

ANNOUNCEMENTS: None

APPROVAL OF MINUTES:

Minutes for the August 9th, 2021 meeting were filed as written. A motion was made by Harold Calderon and seconded by Carol Downs. All approved.

FINANCIAL REPORT:

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

Motion to pay the September 2021 Library bills was made by Betty Eastman and seconded by Angelina Mabrey. All in attendance approved.

LIBRARIAN'S REPORT:

-Grant updates include: Per Capita FY2021 check received in the amount of \$9,010.78, awaiting word on Transforming Spaces, attending meeting for Live and Learn Construction grant.

-Upcoming events include passive programming during this Covid surge. Storywalk, puzzle table, children’s bowling, genealogy tutoring by appointment.

-Work continues on Library Guides children’s programming based upon the scouting model.

-New Share catalog app is in beta and available at the app stores. Launch will be mid-October.

-Tax computation report was received. Library has been allocated \$77,952.31.

-Due to the retirement of Internet Explorer, the library management system is being shifted away from Polaris to the browser-based Leap platform. All employees have been provided training and are working on the new platform.

STANDING COMMITTEE REPORTS:

FINANCE COMMITTEE: Annual meeting to be scheduled in October.

GRANTS COMMITTEE: Currently waiting on notification from State Library.

PERSONNEL COMMITTEE: Reviews for October provided in packets.

POLICY COMMITTEE: Updated manual will be presented in October.

BUILDING AND GROUNDS: Contact new community photographer for new exhibit.

LONG RANGE PLANNING: Community Survey results to be discussed.

PUBLICITY AND PROMOTIONS: Nothing to report.

GENEALOGY COMMITTEE: Nothing to report.

NEW BUSINESS:

Director's evaluations were distributed to the board of trustees. Completed forms should be turned into Angelina Mabery.

Chapters 1-4 of *Serving Our Public 4.0 Standards for Illinois Public Libraries* were distributed to all board members for review at the October meeting as part of the FY2022 Per Capita grant application.

Motion to increase sick days for all employees from 5 to 10, renewing each year on employee's start date, with accumulation complying with City of Du Quoin ordinances was made by Betty Eastman and seconded by Leanna Gray. Measure will accommodate quarantine periods in overlapping Covid and flu season.

ADJOURNMENT:

The meeting adjourned at 7:20 p.m.

Respectfully submitted,
By Kristina Benson to

Leanna Gray
Library Board Secretary