

**Du Quoin Public Library Board of Trustees Minutes  
November 9<sup>th</sup>, 2020**

The Du Quoin Public Library Board of Trustees November 9<sup>th</sup>, 2020 meeting was called to order by President Sarah Doerner at 6:35 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:**

President 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 Leanna Gray.

Members present: Carol Downs in-person, Betty Eastman phone, Leanna Gray in-person, Harold Calderon computer, Angelina Mabrey computer, Sarah Doerner in-person, Jacob Emling in-person, Gail Durkota computer.

Members absent: Joyce Calvert

Library staff present: Kristina Benson

Guests present: None

**PUBLIC COMMENT:** None

**ANNOUNCEMENTS:** None

**APPROVAL OF MINUTES:**

Minutes for the October 12<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 October 2020 as provided by the City was reviewed. Motion to accept the financial report subject to audit was made by Jacob Emling and seconded by Sarah Doerner. All approved.

Motion to pay the November, 2020 Library bills was made by Leanna Gray and seconded by Carol Downs. Motion carries.

**LIBRARIAN'S REPORT:**

-Grant updates include: Per Capita FY2020 check was received for \$7636.25, Per Capita FY2021 requirements discussed by board, \$500 Cares Act grant for protective equipment awaiting notice, \$2000 Back to Books grant proposal for manga awaiting notice.

-Kristina Benson attended annual Illinois Library Association conference virtually.

-The City Treasurer and Deputy City Clerk completed the transfer of \$9288.48 from the Library reserve account to the operating account reimbursing the library for expenses and projects during 2020.

-Copier proposals are still being considered.  
-Rbdigital, our magazine e-resource, has been purchased by Overdrive. We are exploring new databases to provide our patrons with this popular service.

STANDING COMMITTEE REPORTS:

FINANCE COMMITTEE: Will discuss budget in next portion of meeting.

GRANTS COMMITTEE: Waiting on notification from Illinois State Library

PERSONNEL COMMITTEE: Employee evaluations in progress.

POLICY COMMITTEE: Due to pandemic and other policy changes, Kristina will rework manual and submit to Gail for review.

BUILDING AND GROUNDS: 2021 Gallery exhibits will feature individual artists.

LONG RANGE PLANNING: Kristina attended meetings on financial planning and community development for public libraries. Ideas from this will be submitted to the committee.

PUBLICITY AND PROMOTIONS: Library is creating an Instagram account to share historic photos and increase virtual engagement.

GENEALOGY COMMITTEE: None to report.

OLD BUSINESS:

The Library Board discussed service models, including returning to curbside, if our region is restricted to Tier 3 due to increasing virus spread and regional hospitalization rates.

The Library Board discussed Chapters 7-10 from the *Serving our Public 4.0*.

NEW BUSINESS:

A motion was made to accept the 2021 proposed budget by Jacob Emling and seconded by Sarah Doerner. All in attendance voted yes. Discussion included ways to increase Kristina's salary.

A Resolution for authorized signatories on the Du Quoin Public Library's money market account at Banterra bank was voted and signed by all trustee's in attendance. Resolution will be provided to Banterra to begin collecting signatures for the account.

ADJOURNMENT:

A meeting is adjourned by Sarah Doerner through in-person, electronic attendance, and phone conference at 7:33 p.m.

Respectfully submitted,  
By Kristina Benson to

Leanna Gray  
Library Board Secretary