

## **Mount Carroll District Library Board Meeting Minutes**

**April 8, 2020**

**6:00 pm**

**Via Telephone Conference**

**312-967-6221**

**Call to order: 6:01PM**

The Mount Carroll District Library Board is meeting via teleconference because the physical quorum requirements have been suspended by Governor Pritzker through executive order. We are still required to adhere to the rest of the open meetings act, including providing 48 hours public notice and making provisions for the public to participate.

Attendees: Marsha Foltz, Thomas Sorg, Pam Naples, Laurel Bergren, Paula Watson, Kathleen Evison, Patrick Foltz, Brandon McCaskey, Anna Gray

**Agenda Approval: Foltz/Sorg**

**Public Comment: None**

### **Friends of the Library Report:**

1. EOM March Checking \$7,268.84
2. CD \$20,864.24
3. Membership Drive underway
4. Cynthia Clampett has been re-scheduled for 8/23
5. Met w/attorney working towards a decision to be a library sub-committee of a non-profit
6. Special meeting to be held 4/21 @6PM

**Secretary's Report Approval: P. Foltz/Watson**

### **Financial Reports Review /Approval: McCaskey/M. Foltz**

Discussed the possibility of property taxes not being received as previously budgeted. Pam and Liz will be working on a budget less 30%.

**Motion to pay bills: P. Foltz/McCaskey**

### **Librarian's Report:**

1. March Statistics -See Report
2. Programming
  - Every Wednesday Live Tot-Time Reading
3. Other
  - Statement of Economic Interests for McCaskey/Bergren Need to be filled out
  - Retreat for April postponed

### **Committee Reports:**

1. Building & Landscape Maintenance (Naples, Sorg) Nothing at this time

2. Informal Education (P. Foltz, McCaskey, Naples, Watson) *meetings to be held 2<sup>nd</sup> Wednesday of the month @5:00pm*

*McCaskey suggested explore Go-Pro Cam opportunity with Allure. He will work with Pam.*

3. Finance (Bergren, P. Foltz, M. Foltz, McDermott, Naples) *meetings to be held the Saturday prior to board meeting @9:00am*

*This is under Finance Reports Review/Approval*

4. Facilities Planning (Bergren, McCaskey, Sorg) *meetings to be held 4<sup>th</sup> Sunday of the month @9:00am*

*Grant Deadline has been extended until 6/15  
Laurel Bergren has been in contact with USDA grant program*

5. Capital Campaign (Bergren, Evison, Watson) *meetings to be held 1<sup>st</sup> Tuesday of the month @5:00pm*

*Hold until further notice*

6. Trivia Night Fundraiser – Bergren, Evison, Naples, Watson

*Postponed until further notice*

#### **Old Business:**

**Covid 19-The library will remain closed until further notice**

#### **New Business:**

1. Operating Budget  
Budget is in progress
2. Performance Review  
Employee reviews will be done  
Asked for a volunteer to review -Paula Watson & Laurel Bergren  
Face to face meeting at library can take place
3. Friends of the Library  
Letter (pdf. attached) read

**President's Message: Thankful for the support of everyone during this challenging time.**

**Adjournment: @6:46PM P. Foltz/McCaskey**