

Mount Carroll District Library Board Meeting Minutes

April 14th, 2021

Call to order: by Laurel Bergren at 6:00 pm

Attendees: Pat Foltz, Laurel Bergren, Tom Sorg, Pam Naples, Paula Watson, Marsha Foltz, Anna Gray

Absent: Brandon McCaskey

Agenda Approval: Sorg/Watson with addition of filling the trustee vacancies to New Business.
Roll Call: Sorg – yes, P.Foltz – yes, Bergren – yes, Watson – yes, M.Foltz – yes

Public Comment: None

Friends of the Library Report: Anna Gray – Balances in accounts \$3550.08. Claudia Eiteuner Memorial for Rehab Fund totaled \$1295.00. Audit of 2020 financial records complete with no findings. Waiting for a quote for Liability Insurance. Received a letter from the IRS determining that the Friends group is exempt from federal income tax. Will close the old account after meeting with accountant later this month. Two names added to the bookshelf quilt. Friends will honor Claudia with her name embroidered on the bottom of the bookshelf quilt by Red Gate Embroidery. Friends are offering two Road Scholar programs in Zoom format, July 8th Brian Fox Ellis on Blackhawk's View of Illinois History and September 2nd Caroline Kiesel on Did Black Lives Matter in Early Illinois. 200 Membership letters sent in April extending a one year complimentary membership for Rehab fund donors. Friends will have a presence at the Farmer's Market selling books and other donated items as well as information about the group.

Secretary's Report Approval: for the March 10th, 2021 Board Meeting and March 24th 2021 Special Board Meeting P.Foltz/M.Foltz Roll call - Sorg – yes, P.Foltz – yes, Bergren – yes, Watson – yes, M.Foltz - yes

Financial Report Approval: M.Foltz/Sorg Roll call – Sorg – yes, P.Foltz – yes, Bergren – yes, Watson – yes, M.Foltz - yes

Payment of Bills Approval: P.Foltz/Watson Roll call – Sorg – yes, P.Foltz – yes, Bergren – yes, Watson – yes, M.Foltz - yes

Librarian's Report:

1. March Statistics-see report
2. Book Club meeting in Zoom format
3. Rails eliminated quarantine time for returned materials
4. Kadina Atherton is back from maternity leave
5. Izzy Foltz will continue as a substitute as needed.
6. We have items for the City's Bulky Waste Pickup in May

7. Tot Time started in person in April with outside activities. Changed time from 10:00 am to 3:30 pm.
8. Will begin in person programming in May: Wits Fits with the Extension office advance registration and masks are required
9. Will sell items during the City Wide Garage Sales on April 23rd, Izzy Foltz will conduct the sale

Committee Reports:

1. Building and Landscape Maintenance: (Naples, Sorg) Sorg ordered and replaced light bulbs and replaced batteries in the smoke detectors.
2. Informal Education: (P.Foltz, McCaskey, Naples, Watson) meetings suspended until needed
3. Finance: (Bergren, P.Foltz, M.Foltz, McDermott, Naples) meetings to be held Saturday prior to board meeting @ 9am – Bergren presented a chart comparing banks for our Special Reserve Construction Account. A motion was made by P.Foltz/Sorg to open the account at the First State Bank of Shannon with Bergren, P.Foltz and M.Foltz as authorized signers. Roll Call: Sorg – yes, P.Foltz – yes, Bergren – yes, Watson – yes, M.Foltz – yes
4. Design Committee: (Bergren, Sorg, P.Foltz, Watson, M.Foltz) No Report
5. Capital Campaign: (Bergren, Watson, Naples, Atherton, M.Foltz) meetings held weekly on Tuesday @ 5pm – No Report

Old Business:

1. Covid 19 Continuing Response – Rails eliminated the quarantine period for returned items. The library continues to require masks.
2. Special Reserve Account 2 signature card at Savanna Thomson State Bank: The signature card is ready to be signed.
3. Resolution Number 21-04-01 Resolution Designating Special Reserve Account as Local Cost Share for the Illinois Public Library Construction Act Grant Program. Motion by M.Foltz/Watson to adopt this resolution. Roll call – Sorg – yes, P.Foltz – yes, Bergren – yes, Watson – yes, M.Foltz - yes
4. Directors and Officer's Liability Insurance: in process

New Business:

1. Rehab and Expand Update: waiting for the design revision from Winters Construction
2. Filling the Vacant Trustee Positions: P.Foltz will reach out to William Sparboe Jr to see if he is interested in a trustee position. Naples will reach out to Virginia DeSwarte to see if she is interested in a trustee position.

President's Message: One day at a time, just getting through.

Adjournment: 6:56 pm by P.Foltz/Sorg Roll call – Sorg – yes, P.Foltz – yes, Bergren – yes, Watson – yes, M.Foltz - yes