

## Mount Carroll District Library Board Meeting Minutes

March 10<sup>th</sup>, 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:** P. Foltz/Sorg with changes. Moved item 1 in New Business to after Agenda Approval.

**Consideration and Adoption of Electronic Meetings Policy** – Motion was made by P.Foltz/M.Foltz to adopt the Electronic Meetings Policy. Roll call – P.Foltz - yes, Sorg – yes, Bergren – yes, M.Foltz – yes, Motion carried.

**Public Comment:** Gary Whitebread, no comment

**Friends of the Library Report:** Anna Gray – Balances in accounts \$3175.57. Presented the Library with \$325.00 for Rehab Fund. Our donation of \$25,000.00 will be recognized with Youth Room designation. Receiving donations from Claudia Eiteuner Memorial, passing on to Rehab fund. Donating \$400.00 to Library for Pillcrow Grant. Securing Liability Coverage for group. Finally registered as Not for Profit with Attorney General, thank you to Laurel Bergren for help. Meeting with accountant in April to resolve the 1099 issue. Sponsoring two Illinois Humanities Road Scholars programs this year. Membership letters are being readied for April extending a one year complimentary membership for Rehab fund donors. Planning 2021 fund raising opportunities.

**Secretary's Report Approval:** P.Foltz/Sorg Roll call - Sorg – yes, P.Foltz – yes, Bergren – yes, M.Foltz – yes, Watson – yes

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

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

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

1. February Statistics-see report
2. Programming-Continuing virtual programming
3. Reduced quarantine time for returned materials from 3 days to 24 hours
4. Kadina Atherton will return from maternity leave in April
5. Izzy Foltz will continue as a substitute as needed.
6. Started packing for our pending Rehab project

7. Friends group donated \$400.00 for the Pillcrow Grant. We will receive \$1200.00 in children's books

### **Committee Reports:**

1. Building and Landscape Maintenance: (Naples, Sorg) all set for mowing
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 is looking into Liability Insurance for trustees
4. Facilities Planning: (Bergren, McCaskey, Sorg) meetings to be held 4<sup>th</sup> Sunday of the month @ 9am – a motion was made to abolish the Facilities Planning committee and replace it with Design Committee with all board members on the committee by Sorg/Watson. Roll call – Sorg – no, P.Foltz – yes, Bergren – yes, M.Foltz – yes, Watson - yes
5. Capital Campaign: (Bergren, Watson, Naples, Atherton, M.Foltz) meetings held weekly on Tuesday @ 5pm – Working on a list of needed items for our \$75,000.00 allowance for furniture and fixtures.

### **Old Business:**

1. Covid 19 Continuing Response – No change
2. Special reserve account and signature card at Savanna Thomson State Bank: They have all of the items they need to update the signature card.

### **New Business:**

1. Ordinance Number 21-03-01 Ordinance Amending Levy and Tax Assessment for Mount Carroll District Library of the Counties of Carroll and JoDaviess, State of Illinois for the Fiscal Year Beginning the 1<sup>st</sup> Day of July, 2020 and Ending the 30<sup>th</sup> Day of June, 2021. Motion by Sorg/P.Foltz Roll call – Sorg – yes, P.Foltz – yes, Bergren – yes, M.Foltz – yes, Watson – yes Motion carried.
2. Resolution Number 21-03-01 Resolution Recognizing Assistance from the City of Mount Carroll and the Davis Trust with the Mount Carroll District Library Rehabilitation and Expansion Community Funding in order to secure Illinois Public Library Construction Act Grant Program Funding. Motion by M.Foltz/P.Foltz Roll call – Sorg – yes, P.Foltz – yes, Bergren – yes, M.Foltz – yes, Watson – yes Motion carried.
3. Facilities Rehabilitation and Expansion Project Phases – Reviewed document
4. Illinois Public Library Construction Act Grant Program Requirements prior to execution of grant agreement
5. Resolution Number 21-03-02 Resolution Designating Special Reserve Account as Local Cost Share for the Illinois Public Library Construction Act Grant Program. Motion was made to table this until our next board meeting by P.Foltz/M.Foltz Roll call – Sorg – yes, P.Foltz – yes, Bergren – yes, M.Foltz – yes, Watson – yes Motion carried.
6. Facilities Planning and Facilities Design Committees

**President's Message:** Bergren thanked everyone for their hard work.

**Adjournment:** 7:00 pm by P.Foltz/Watson Roll call – Sorg – yes, P.Foltz – yes, Bergren – yes, M.Foltz – yes, Watson – yes