

Genoa Public Library

Board of Trustee Meeting Minutes

June 15, 2020

- I. CALL TO ORDER – Meeting was called to order at 7:03 pm by Board President Jim Hansen. Trustees present: Marilyn Belin, Steven Veeneman, and Louisa McCarthy. Also present: Library Director Jen Barton.
- II. APPROVAL OF AGENDA – Steven moved to approve the agenda, second by Louisa. Vote: Yes/4, No/0
- III. PUBLIC COMMENT – None
- IV. PRESENTATIONS – None
- V. APPROVAL OF MINUTES – Steven moved to approve the minutes from May 18, 2020. Second by Marilyn. Vote: Yes/4, No/0
- VI. CORRESPONDENCE – None
- VII. TREASURER’S REPORT – Marilyn moved that we place \$14,276.77 on the record for audit for the month of May. Second by Louisa. A roll call vote was taken: Marilyn-yes, Steven-yes, Jim H-yes, Louisa-yes.
- VIII. OLD BUSINESS
 - i. Items on the Project List were reviewed and the list will be updated to reflect progress and completion of current items.
 - ii. Steven made a motion to approve the Phase 1: Contact-Free Service Policy as amended to include hours on Saturdays from 10 am – 2 pm starting Thursday, June 19, 2020. Second by Marilyn. Vote: Yes/4, No/0
 - iii. Steven made a motion to approve the Transitional Services and Compensation Policy as presented. Second by Marilyn. A roll call vote was taken: Louisa-yes, Jim H-yes, Steven-yes, Marilyn-yes
- IX. NEW BUSINESS
 - i. Jen presented the Back to Work: COVID-19 Safe Work Guidelines that all staff will be expected to follow for the foreseeable future.
 - ii. Steven made a motion to accept the quote from CDW-G for a new computer for the Director’s workstation and updating the network Ethernet switch. Second by Louisa. A roll call vote was taken: Louisa-yes, Jim H-yes, Steven-yes, Marilyn-yes
 - iii. The Staff Wage Recommendation was tabled until next month.
 - iv. Jim H made a motion to defer consideration of outdoor seating per the City of Genoa Outdoor Seating Permit until a future time. Second by Steven. Vote: Yes/4, No/0
 - v. Louisa made a motion to allow Versiti to hold a blood drive in our Event Room on Thursday, August 13, 2020 from 3 – 6:30 pm. Second by Steven. Vote: Yes/4, No/0
- X. STANDING COMMITTEES
 - a. Finance – None
 - b. Technology – None
 - c. Facilities – None
 - d. Policy - None
- XI. DIRECTOR’S REPORT AND MONTHLY STATISTICS – Presented
- XII. CLOSED SESSION – At 8:32 pm, Steven made a motion to go into closed session pursuant to 5 ILCS 120 of the Open Meetings Act for the consideration of 5 ILCS 120/2(c)1. Second by Louisa. Vote: Yes/4, No/0. Closed session was adjourned at 8:58 pm.
- XIII. ADDITIONAL DISCUSSION – None
- XIV. ADJOURNMENT – The meeting was adjourned in due form at 9:13 pm.

Next Meeting: June 15, 2020

***ALL BOARD MEMBERS, STAFF, AND PUBLIC ATTENDEESS WERE REQUIRED TO MAINTAIN PROPER PHYSICAL DISTANCING (AT LEAST 6 FEET APART) WHILE PARTICIPATING IN THE MEETING.**