

**PEOTONE PUBLIC LIBRARY DISTRICT
BOARD MEETING
June 16, 2020**

Location: Peotone Public Library District and Google Meet.

Call to Order: 6:36 pm by J. Mills, Library Board President.

Pledge to the U.S. Flag: Recited.

Roll Call: Taken by J. Mills, Library Board President: Ann Marie Nagel: absent. D. Ladislas: present, K. LeClaire: present, M. Cann: present, S. Gall: present, J. Mills: present.

Others attending: Noreen Bormet: Library Director, present. Ruth Welzen: Bookkeeper, present.

Public Forum: None attending.

Minutes –

Approval of: **Regular Board Meeting Minutes: May 19, 2020:** Trustee Gall motioned to approve minutes with no corrections, no additions. The motion to approve was seconded; President Mills took a roll call vote.

Trustee Nagel-absent, Trustee Ladislas-aye, Trustee Cann-aye, Trustee LeClaire-aye, Trustee Gall-aye, President Mills-aye. Ayes-5, Nays-0, Absent-1, Abstain-0. Motion passes.

Bills from May 12-May 31, 2020 and June 1-June 9, 2020 Trustee Cann motioned to approve payment of bills, seconded. President Mills took roll call vote.

Trustee Nagel –absent, Trustee Cann-aye, Trustee Ladislas-aye, Trustee Gall-aye, Trustee LeClaire-aye, and President Mills-aye. Ayes-5, Nays-0, Absent-1, Abstain-0. Motion passes. Filed for audit.

Financial Report: Trustee Gall motioned to file for audit, seconded. President Mills took roll call vote.

Trustee Nagel-absent, Trustee Ladislas-aye, Trustee Cann-aye, Trustee LeClaire-aye, Trustee Gall-aye, President Mills –aye. Ayes-5, Nays-0, Absent-1, Abstain-0. Motion passes. Financial report filed for audit.

Director's Report: See attached Director's Report. Additional comments by Director Bormet:

- Curbside pickup started. Numbers lower than expected.
- Set up tables in library for pick-ups, four parking spots marked 1-4; 1st week in June for reservations to pick up books on hold shelf for patrons. Each ½ hr.
- Book cart outside with donations for browsers.

RAILS News:

- Delivery will resume June 18 and 25 for materials that were in transit at time of closings.
- Regular deliveries begin June 29.
- RAILS quarantines books 7 days.

PrairieCat News:

- Daily pick list resumed, all holds pulled twice-daily list.
- Update tomorrow morning, hourly changes and update- what is working, and not working for members.
- Everyone is working well.

Library Building:

- No news from Struhbar Electric - We are still on Struhbar list. We just need one estimate, project on hold until next fiscal year.
- Leakage was a problem in Adult Department, water coming in by large print. Working on a solution.
- Director Bormet notified Village Hall about water back-up issues with plumbing - told that it was an Aqua problem. Bob from Village Streets Department notified Aqua.

MONEE News:

- Director Bormet could not access online TIFF meeting. Donna (Monee Township) was able to, had questions, Darryl (Monee Treasurer) sent meeting minutes.
- Village Hall Meeting online, two new auto businesses coming to town.
- Creamery being restored – bids being accepted for the plan.
- Comprehensive plan available on the Village website – ideas for the town center include grocery store and retail space. President Mills suggested a committee by library trustees to gather information about the project. Trustee Gall and Director Bormet would like to be on this committee. Meet at the Library with social distancing. Trustee Cann also expressed interest to be on committee if needed.

PEOTONE News:

- Peotone Chamber of Commerce sponsoring Community Garage Sale June 19-20.
- Village Hall Meeting scheduled for June 29, at 6pm instead of 7pm. New starting time for future meetings.
- Positive comments on Peotone Village Facebook page.

OLD (Unfinished) BUSINESS:

Tech Savvy Trustees: - Trustees encourage to sign up for Summer Reading Program. ReadSquared - try it out and play. Early childhood - adult programming access Library calendar on website, click on it, many programs are recorded, can go back to view.

Intergovernmental Agreement with Village of Peotone: Following Board discussion, Trustee Gall motioned to table this topic, seconded. President Mills took roll call vote.

Trustee Nagel—absent, Trustee Ladislav—aye, Trustee Cann—aye, Trustee Gall—aye, Trustee LeClaire—aye, President Mills—aye. Ayes-5, Nays-0, Absent-1, Abstain-0. Motion to table Intergovernmental Agreement with Village of Peotone passed.

New Business:

- Mack & Assoc. re-hired as auditors, planned audit for mid-August.
- Re-opening of Libraries –pdf chart of area libraries sent to trustees. As per Governor's newest Phase 4, five person per square feet. Our public space should be able to handle 35 persons maximum in the building.
- Our staff is preparing for this, on 6th of July:
 - Face coverings are required to enter/stay in building
 - Adult must accompany children under the age of 16
 - All furniture is out except computer chairs.
 - Hand sanitizer by front door.
 - Only Family restroom is open, easier for staff to maintain
 - Four public computers are available with 45-minute limit use.
 - Two tables with chair at café area
 - Copiers and Computers are self-serve – touchless contact
 - Curbside pick-up available
 - All programs are virtual – available on our website
 - Children's programs on Facebook - Renee Bruce (Head of Youth Services) is doing a fantastic job.
 - President Mills suggested an Informational Flyer for curbside patrons.

Informational announcements: Vedette, Facebook, Instagram.
Children's preschool area has moved, looks great.

Tape recorder check by President Mills - still recording stated Trustee LeClaire.

Motion to make announcement to public of opening of Library by Trustee Ladislav, seconded. Roll call vote by President Mills.

Trustee Nagel: absent, Trustee Ladislav: aye, Trustee Cann: aye, Trustee LeClaire: aye, Trustee Gall: aye, President Mills: aye. Ayes- 5, Nays-0, Absent-1, Abstain-0. Motion to make announcement to Public passed.

Adjournment: Motion to adjourn by Trustee Cann seconded. Roll call vote taken by President Mills.

Trustee Nagel-absent, Trustee Ladislav-aye, Trustee Ladislav -aye, Trustee Cann -aye, Trustee LeClaire -aye, Trustee Gall -aye, President Mills - aye Ayes-5, Nays -0, Absent -1 Abstain -0. Motion to adjourn passed.

Adjournment: 7:28pm

Next Regular Board Meeting: July 21, 2020 at 6:30pm

Respectfully Submitted,



Karen LeClaire,
Secretary, Peotone Public Library District

