

Lillie M. Evans Library District
Meeting of the Board of Trustees
September 9th, 2021 at 7:00 p.m.

The Lillie M. Evans Library Board was called to order at 7:01 pm. On Thursday, September 9th, 2021. Gayle Johnson-Brackett, Director Beth Duttlinger, Diane Smith, Zach Waldis, and Deb Givens were present. Ellen Cluskey, Randy Ingle, and Teresa Bouton were absent.

Comments or questions to the Board – none

Minutes

- A. Diane Smith made a motion to approve the minutes Zach Waldis seconded to approve the August minutes. All ayes, motion carried.

Correspondence and Communication

- A. Open Meetings Act Training for Members of Public Bodies (Ancel Glick) - Beth rechecked and they are still down.
- B. Illinois Attorney General webinars from the Public Access Counselor – Beth sent information to board via email. However, these webinars do not replace the requirement to complete the electronic training curriculum on the Public Access Counselor’s website that is required for FOIA officers, OMA designees, and OMA public body members.
- C. Memorial honoring Gladys Franzen from the Franzen family – The Franzen family made a donation in honor of Gladys. A light board and a puppet theater were purchased in her memory.

Committee Reports

- A. Finance – none
- B. House & Grounds – none
- C. Policy
 - 1. Blood Borne Pathogens Policy – reviewed and no changes
 - 2. Circulation – 1st review
 - 3. Reference and Reader’s Advisory Policy – 1st review
- D. Personnel – Proclamation for Patti’s retirement – Patti does not want a party. We are giving the Proclamation to her and having cake on her retirement date of September 14.

Financial Report

- A. Approval of August expenditures – Diane Smith made a motion, seconded by Zach Waldis, to approve the August expenditures. Gayle Johnson-Brackett, aye, Diane Smith, aye, Zach Waldis, aye, and Deb Givens, aye. All ayes, motion carried.

Directors Report – on file at the library

Friends of the Library Report - The book sale made \$1414.00 this year.

Unfinished Business

- A. COVID-19 pandemic – Beth continues to monitor the currently level of transmission in Peoria County.

- B. Succession Plan – Will be housed in with the Disaster Plan in the Director’s office. Zach Waldis made a motion, Diane Smith seconded, to pass the Succession Plan. All ayes, motion carried.
- C. Inspiration Celebration – Wednesday, September 29th, 2021 from 5 – 7 p.m. We will be having box lunches from the Feed Store rather than a potluck.

New Business

- A. Levy 2022-4 – Diane Smith made a motion to adopt Levy 2022-4, seconded by Zach Waldis. All ayes, motion carried.
- B. Self-Insurance Reserve Fund Ordinance 2022-5 – Zach Waldis made a motion, seconded by Diane Smith to adopt the Self-Insurance Reserve Fund Ordinance 2022-5. All ayes, motion carried.
- C. Serving our Public 4.0: Chapter 9: Public Services: Reference and Reader’s advisory Services – we meet all the components of the checklist.
- D. Director’s Evaluation – long form – we reviewed form and will be completing it in October.

Comments to Guide Future Agendas – none

Adjournment – Diane Smith made a motion to adjourn our meeting at 8:02 p.m., seconded by Zach Waldis. All ayes, motions carried.

Respectfully submitted,

Deb Givens

Next meetings: Inspiration Celebration meeting on September 29th, 2021 5 – 7 p.m.
Regular Board Meeting October 14th. 2021 at 7:00 p.m.