

Minutes

Regular Meeting of the Board of Trustees Kaneville Public Library District Tuesday, October 6, 2020

1. CALL TO ORDER: The meeting was called to order at 6:45 pm by Karen Flamand.
2. ROLL CALL: In attendance were Board members Karen Flamand, Wendy Peck, Jody Springsteen, Sheryl Behm, Leanne Gramley and Carol Alfrey as well as KPLD Director Shayne Phillips.
3. ADDITIONS TO THE AGENDA: None
4. APPROVAL OF THE AGENDA: Leanne Gramley moved, and Jody Springsteen seconded approval of the agenda as presented. This passed by unanimous voice vote.
5. PUBLIC COMMENTS: None
6. APPROVAL OF THE SEPTEMBER MINUTES: Sheryl Behm moved and Wendy Peck seconded approval of the 9/1/20 board meeting minutes as presented. Passed by unanimous voice vote.
7. FINANCIAL REPORT: The financial report (attached) was shared with the Board. All bills are paid and up to date. We are expecting additional money from Kane County.
8. APPROVAL OF SEPTEMBER 2020 EXPENDITURES: There were no unusual expenditures in September. Carol Alfrey moved to approve the September 2020 expenditures; seconded by Jody Springsteen. Passed by unanimous voice vote.
9. 3/5 MAJORITY VOTE FOR THE KPLD ANNUAL FINANCIAL STATEMENT: Leanne Gramley moved and Karen Flamand seconded approval of the Kaneville Public Library District Annual Financial Statement. Passed by unanimous voice vote.
10. DIRECTOR'S REPORT: Attached. KPLD Director Shayne Phillips submitted her report on library activities and the programming calendar for October-December. Plans are in place for reactivating a socially distant book club for late October and early December. Staff are providing themed Make & Take crafts for children. Need volunteers to take the books to book recycling or other venues. Shayne recently submitted a Back to Books grant (\$4900 to supplement our adult and youth nonfiction materials) and a Kane County Coronavirus Relief Fund grant for reimbursement for PPE supplies and future C19 safety needs. Material check-outs remain high and door counts are rising.
11. COMMITTEE REPORTS:
 - Policy and Procedure: No report
 - Facility: See Old Business
 - Outreach: No report
 - Personnel: No report.
 - Finance: No report

12. OLD BUSINESS:

- a. *Committee Descriptions & Meeting schedule*: Tabled until January
- b. *Landscaping project*: Shayne will write a letter to the Eagle Scout asking him to communicate his specific plans and timeline for completing the project. Discussed other options for getting the landscaping done, including using the Harter Middle School Snowflake group that Wendy Peck advises.

13. NEW BUSINESS

- a. *Staggering of Board Terms*: Karen Flamand and Carol Alfrey will run in the 2021 election; there will be a 3rd position open as well.
- b. *Health Insurance*: Shayne outlined costs of various BCBS health insurance policies. She will be losing health insurance coverage at the end of the month when she can no longer be covered on her parents' policy.

14. CLOSED SESSION: Moved to Closed Session at 7:50pm to discuss providing health insurance for KPLD director Shayne Phillips. Returned to Open Session at 7:58pm

- b. *Health Insurance* (continued): It was moved by Karen Flamand and seconded by Carol Alfrey that \$3600 per year be allocated for health insurance for the KPLD director. Sheryl Behm will work with Shayne to work out the details of how this will be paid to Blue Cross/Blue Shield.

15. ADJOURNMENT: Leanne Gramley moved, and Jody Springsteen seconded adjourning the meeting. Passed by unanimous voice vote. Meeting was adjourned at 8:03 pm.

Respectfully submitted,

Carol Alfrey
KPLD Board Secretary