

Minutes

Regular Meeting of the Board of Trustees Kaneville Public Library District Tuesday, November 3, 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, and Carol Alfrey as well as KPLD Director Shayne Phillips. Leanne Gramley was absent.
3. ADDITIONS TO THE AGENDA: None
4. APPROVAL OF THE AGENDA: Jody Springsteen moved, and Karen Flamand seconded approval of the agenda as presented. This passed by unanimous voice vote.
5. PUBLIC COMMENTS: None
6. APPROVAL OF THE OCTOBER MINUTES: Sheryl Behm moved and Carol Alfrey seconded approval of the 10/6/20 B&A meeting minutes as presented. Passed by unanimous voice vote. Jody Springsteen moved and Wendy Peck seconded approval of the 10/6/20 regular board meeting minutes. 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 have received per capita and Kane County monies; the Annual Report has been filed with the Comptroller.
8. APPROVAL OF OCTOBER 2020 EXPENDITURES: There were no unusual expenditures in October. Carol Alfrey moved to approve the October 2020 expenditures; seconded by Jody Springsteen. Passed by unanimous voice vote.
9. DIRECTOR'S REPORT: Attached. KPLD Director Shayne Phillips submitted her report on library activities and the programming calendar for November-December. The Book Club is reactivated and met in late October; it will reconvene in early December. Staff are providing themed Make & Take crafts for children. Still need volunteers to take more boxes of books to book recycling or other venues. Material check-outs remain high and door counts are rising. Per RAILS, books now need to be quarantined for 3 days rather than 7. Shayne reminded us that FOIA training must be renewed. We have received the Kane County Coronavirus Relief Fund grant for reimbursement for PPE supplies and future C19 safety needs. Shayne is also looking at a Focus on Small Rural Libraries grant to expand/improve our internet service.
10. COMMITTEE REPORTS:
 - Policy and Procedure: No report
 - Facility: See Old Business
 - Outreach: No report
 - Personnel: Discussed how to pay for Shayne's health insurance. It was decided that the \$300 per month to cover health insurance will be split \$150 per paycheck beginning in November.

- Finance: No report

11. OLD BUSINESS:

- a. *Landscaping project*: Shayne sent a letter to the Eagle Scout who expressed interest in the project asking for a plan and timeline. She had not heard back from him at the time of the meeting.
- b. *Board election*: Shayne is sending Carol Alfrey and Karen Flamand information about petitions and procedures related to the 2021 Board election. We still need a 3rd candidate to run to fill the vacancy left by Annette Theobald's retirement.

12. NEW BUSINESS

- a. *Serving Our Public Standards for IL Libraries*: Tabled until the December meeting when we will look at Chapters 1&2.
- b. *Resolution—Kane County CARES*. Wendy Peck moved and Jody Springsteen seconded approval of the Kane County CARES resolution. Passed by unanimous roll call vote.
- c. *Signature—Kane County CARES IGA*. The Kane County CARES IGA was signed by Karen Flamand, President and Carol Alfrey, Secretary.

13. CLOSED SESSION: None

14. ADJOURNMENT: Carol Alfrey moved, and Karen Flamand seconded adjourning the meeting. Passed by unanimous voice vote. Meeting was adjourned at 7:50 pm.

Respectfully submitted,

Carol Alfrey
KPLD Board Secretary