

Henderson County Public Library Board of Trustees  
June 1, 2020

President Russell called the meeting to order at 4:58 p.m. Present were Bates, Eisenmayer, Fisher, Painter, Pullen Roessler, Russell, Director Smith and Accounting Clerk Hilligoss.

Pullen moved with a second by Roessler to approve the minutes from the May 4, 2020 meeting. Motion carried.

Roessler moved with a second by Painter to approve the minutes from the May 26, 2020 emergency meeting. Motion carried.

Financial Report: current assets are \$282,211.03. Expenses for May were \$14,563.01. Income for May was \$920.59. Raritan CD#1 balance \$55,166.96. Raritan CD#2 balance \$50,315.92. Casey State CD#1 balance \$52,734.79. Casey State Bank CD#2 balance \$51,836.73

Prop A: Eisenmayer moved with a second by Bates to approve the financial report. Roll was called and motion carried.

Circulation for May

|                           |     |                           |    |
|---------------------------|-----|---------------------------|----|
| Library checkouts         | 610 | Bookmobile checkouts      | 0  |
| Interlibrary loans in     | 0   | Out                       | 0  |
| Total circulation for May | 610 |                           |    |
| E-books checkouts         | 204 | E-read Illinois checkouts | 35 |
| Library attendance        | 0   | Bookmobile attendance     | 0  |
| Curbside attendance       | 31  |                           |    |

Prop B: Fisher moved with a second by Painter to approve the proposed staff salary changes for FY 2020-2021. Roll was called and motion carried.

Prop C: Pullen moved with a second by Bates to approve the preliminary budget for FY 2020-2021. Roll was called and motion carried.

Fisher moved with a second by Eisenmayer to adopt Ordinance No 20-1. The Ordinance 20-1 is the schedule of regular Library Board of Trustees meeting dates, times and locations. Motion carried.

The Henderson County Public Library will begin Phase 2 curbside service of the reopen Plan on May 26, 2020.

Bates moved with a second by Pullen to allow the director to move into reopen Phase 3,4,5,6 and 7 with communication with the board president. Motion carried.

On May 4, 2020 the staff (3-or 4 a day) began working at the library.

Summer reading begins June 8, 2020 through July 31, 2020.

The library purchased the online program READ squared with two donations. Paper log books will be available for those not using the app. Summer Reading Flyers were delivered to West Central Elementary and the Middle School. Order forms for the t-shirts with summer reading were sent with the summer reading flyer.

Staff member Baker made a Facebook group to invite patrons to view story time virtually. By using facebook live and or youtube the recorded reading of story time can be kept online.

Steve Futrell of E-Rate Funding Solutions, LLC sent an email informing the library that the application for Category 1-Internet Services has been fully funded for FY20(7-01-20 through 6-20-21. The library will receive an 80% discount on the internet bill which is \$1,406.30.

LED light bulbs: 4 inside bulbs and 1 outside bulb for the entryway were recently ordered. Kent Wilson, energy advisor with Premium Quality Lighting brought their electrician and found that all the light fixtures were working properly. 10 more light bulbs were ordered.

Russell and Roessler volunteered to review the Secretary's minutes for FY July 2019-June 2020.

Director has listened to Zoom meetings:

- 5-1-20 – Rural Library Directors
- 5-4-20 – RAILS Minute
- 5-5-20 – Staff summer reading and reopen meeting
- 5-6-20 – RSA Users Group
- 5-12-20 – RAILS Minute
- 5-13-20 – RSA Roundtable – libraries that have started curbside service.
- 5-14-20 – RAILS – Everything Library Trustees Need-to-Know COVID-19
- 5-15-20 – Rural Library Directors – libraries that have started curbside service.
- 5-19-20 – Illinois Library Association – Legislative Consultant Derek Blaida update what's happening in Springfield.
- 5-21-20 – RSA Roundtable
- 5-27-20 – RSA Roundtable

Other –

- 5-6-20 – Took Bookmobile to Absolute Transportation for generator oil change and repair hinge on the door.
- 5-13-20 – Book Discussion – cancelled.
- ILA has cancelled the conference scheduled for October 20-22, at the BOS Center in Springfield. They are considering hosting a virtual conference.
- 5-29-20 – Rural Library Directors zoom meeting.

Meeting adjourned at 6:05 p.m.

Next meeting is July 6, 2020 at 5:00 p.m.

Respectfully submitted,

Sharon Eisenmayer, Secretary