

Dominy Memorial Library Board of Directors' Meeting
June 24, 2020

The meeting was called to order by President Jim Paternoster at 12:03 P.M. in the White Community Room of Dominy Memorial Library.

Members Present: Jim Paternoster, Marcia Walter, Ruth Teubel, Gary Hoffman, John Tollensdorf, Jim Munz, and librarian Amanda Todd

Members Absent: Jan Lancaster, Shirley Mitchell, and Mark Taylor

The minutes for the May meeting were approved after a motion by Gary Hoffman and a second by Ruth Teubel. The financial report was approved after a motion by Jim Munz and a second by Marcia Walter.

Director's Report:

- Amanda reported a Summer Reading Program will begin on June 29 and end July 25 with Karen Fehr overseeing the program.
- Curbside pickup has averaged 28 people and 124 items.
- Cybernautic has completed the homepage website and is now developing interior pages.
- Amanda reported the library will receive \$4,696.25 for the FY 2020 per capita grant which is the same received for FY '18 and '19.
- Amanda reported the audit is underway in coordination with the City of Fairbury.

Old Business:

- Closure: After being closed due to Covid-19, the library will reopen on June 29. Masks will be encouraged but not required; patrons will be asked to "socially distance"; staff will be sanitizing at designated times; toys will be put away; items returned will be "quarantined" for 3 days; staff will be washing hands often; etc. The Community Room will be opened to gatherings of no more than 50 people and groups will be encouraged to follow guidelines.
- Policy Manual--revisions/ clarifications:
 - On the Organization Chart, Marcia Walter will replace Jan Lancaster as secretary.
 - Under "Article B: *Board of Trustees*," Amanda will research criteria for the removal of a trustee.
 - Under the "Duties" of the board members, Amanda indicated the state requires a member must attend at least 1 meeting per year.
 - Under "Article D: *Officers*," if the president is absent for a meeting, any board member may act in his/her absence.
 - Under "Public Comment at Library Board Meetings," if an individual addresses the board as indicated on the agenda, that individual should address oneself by full name only. Giving an address violates section 2 of OMA.
 - Under "Authority to Spend," the library director may make purchases up to \$2000 at her/his discretion. Purchases over \$2000 must be approved by the board (changed from \$5000).

New Business:

Patron Comments: none

The meeting was adjourned at 12:35 after a motion by Gary Hoffman and a second by John Tollensdorf.

Respectfully submitted,
Marcia Walter