Marengo-Union Library District Board Meeting

19714 E. Grant Hwy Marengo, IL

July 28, 2020 7:30 p.m.

Virtual Meeting Due to Covid-19

Call to Order: Called to order by Jay Filler at 7:35 p.m.

Roll Call: Jay Filler, Dave Martin, Paul Garcia and Tom Schermerhorn

Virtual attendees: Judi Alden

Staff Present: Sondra Terry and Jacki Einoris

Additional Agenda Items

Dave submitted information regarding potential future auditors. The Library annual budget is under $850,000 so no financial audit is required. Annual report must be sent in to the State Comptroller. Brown and Co. has not completed the 2018-2019 audit. Jay will reach out to Brown with a deadline for receipt.

Approval of the Minutes

A motion was made to approve the Board Meeting minutes from June 23rd and the two continuations.

Moved by Judi, 2nd by Dave

June 23  Unanimous

June 30  Abstain: Paul

Yes: Jay, Judi, Tom, Dave

July 1  Abstain: Paul

Yes: Jay, Judi, Tom, Dave

Public Forum

None

Financial Report
A motion was made to approve the Financial Report.

*Moved by Dave, 2nd by Judi*

*Yes: Unanimous*

**Vendors List and New Vendor Approval**

A motion was made to approve the Vendors List and the New Vendors.

*Moved by Dave, 2nd by Tom*

*Yes: Unanimous*

**Communications**

*None*

**Library Director’s Report**

**Blood Drive**
- The Library will be hosting Versiti Blood Center of Illinois’s Blood Drive on August 19th from 3:00-7:00pm

**ILS Status**
- Requested quote for Polaris from Innovative Interfaces. Waiting to hear back.

**Director’s University**
- Sondra is continuing to attend University sessions as well as RAILS updates and Director’s Meetings.

**Budget**
- Include increase for Book Keeper
- A suggestion was made for a salary increase of 10% versus $1.00 an hour as originally suggested in order to meet minimum wage requirements. A request was made for a four year projection to review at the August meeting.

**Summer Reading Program**
- We are very happy with the participation numbers for this year’s program
- Patron response had been positive in regards to virtual programming
- An obstacle course for patrons was created on east side of the building
Old and New Business

- Suggested expansion of hours to 10-6pm Monday through Thursday and 10-4pm on Friday and Saturday.
- Update on front building work. Have not heard from architect. Will reach out to Carmichael Construction regarding window work.

A motion was made to approve the suggested expansion of hours.

Moved by Dave, 2nd by Paul

Yes: Unanimous

- Discussion about state legislation making Election Day a state holiday. Does not affect election authorities. Will review at a later date if mandated to close.
- Need to address flooding issues in parking lot. Amending budget to include parking lot work costs, Windows replacement and PrairieCat acquisition.
- Discussion to switch to PrairieCat. Highlights include mobile app, increased patron interaction, electronic payment options, access to increased number of materials, improved searching capabilities.
- Staffing needs were discussed. Staffing increases should be reflected in the upcoming budget.

Adjournment

The meeting was adjourned by Jay Filler at 8:35 p.m.

Respectfully submitted,
Sandra Terry, Library Director

Approved at the August 25, 2020 Board Meeting