

The Shelbyville Public Library Board of Trustees met on Wednesday, December 2, 2020 at 5:00 p.m. in the McCain Community Room of the Shelbyville Public Library. The meeting was called to order by President Steve Thompson with the following members answering to roll call: Judy Behl, Michael Kiley, Bari Mose, Alex Shanks, Steve Thompson, Marlene Waggoner and Diana Wagner. Absent: Ellen Kruse and Jill Miller. Librarian Cameron was also in attendance.

A motion was made by Judy Behl and seconded by Michael Kiley to approve the minutes of the November 4, 2020 meeting. Motion carried.

There was no Treasurer's Report.

The bills were presented. For November the general bills amounted to \$19,963.02. Salaries and benefits were \$14,762.89. A motion to approve the November bills was made by Michael Kiley and seconded by Marlene Waggoner. Roll call vote: Behl aye, Kiley aye, Mose aye, Shanks aye, Thompson aye, Waggoner aye and Wagner aye. Motion carried.

## **Communications**

Librarian Cameron received a letter from the Office of the Secretary of State awarding the Shelbyville Public Library an FY2021 Digital Network Access grant for \$3,144.00 in support of *Reliable Access in Challenging Times*.

Librarian Cameron received a letter from the Office of the Secretary of State awarding the Shelbyville Public Library an FY2021 grant for \$500.00 in support of *Safe Space, Safe Materials*.

## **Librarian Report**

November statistics: Visitors 709; Checkouts 1808; E-material checkouts 298; Unique borrowers 180; Holds placed 342; Holds filled 324; New patrons 2; Computer uses 119; Wi-Fi uses 1771; PAC logins 387; Website visits 207; Website unique visitors 94.

Monica received 2 hours of cataloging training in November. IHLS also hosted a virtual member day on November 10th, and Monica received an additional 5 continuing education hours.

Greg McCormick, Director of Illinois State Library responded to the open letter that over 160 Illinois Library directors signed, asking for guidance in setting the best safety practices for libraries in response to COVID. In his response, he wrote that if IDPH imparts any information to the ISL about library specific guidance, then he will impart it to us. He also suggested that libraries may wish to consult [Reopening Guidance for Libraries](#), published by the American Industrial Hygiene Association with input from the Library Association.

Director McCormick is holding a virtual meeting on December 11th to update IHLS member libraries on the 2021 Public Library Area and Per Capita Grant application for public libraries, the Cards for Kids Legislation and changes to the Administrative Rules.

Monica was a guest on WTIM Radio on Friday, November 13th to share with the community information about the Library's Forget-Me-Not resource center that was donated by the Effingham Area Alzheimers Awareness group. Monica will be a guest again on Friday, December 11th from 8:40-9:00 a.m. on 107.5 FM.

**Technology** nothing to report

## **Building**

Plumber Derek Hardy responded to a call about a clogged toilet on December 1st. He was able to unblock the clog.

Boehm Construction completed the concrete work done on the north and east sides of the building. They also had the bike rack shortened and used to replace the rotting railing by the road.

**Education and Training** nothing to report

**Unfinished Business** nothing to report

## **New Business**

The Board reviewed the 2016 Capital Outlay Plan. After discussion, a motion was made by Judy Behl and seconded by Bari Mose to keep the plan as is. Motion carried.

A motion was made by Marlene Waggoner and seconded by Michael Kiley to accept the bid from Prairie Computer Network Solutions in the amount of \$2963.49 to upgrade the internet hardware. Motion carried.

A motion was made by Bari Mose and seconded by Marlene Waggoner to give the library director and four clerks a \$75.00 (after taxes) each and the pages a \$20.00 (after taxes) each a Christmas Bonus in December. Roll call vote: Behl aye, Kiley aye, Mose aye, Shanks aye, Thompson aye, Waggoner aye and Wagner aye. Motion carried.

The next regularly scheduled meeting will be Wednesday, January 6, 2021.

With no further business, the meeting was adjourned on a motion by Marlene Waggoner and seconded by Bari Mose at 5:30 p.m.

Diana Wagner, Secretary