

**Glen Carbon Centennial Library District
Board Meeting Minutes
Tuesday April 21, 2020 at 7:00 p.m.
Via Zoom**

Call to Order: 7:05 p.m.

Roll Call: Kathy Dortch, David Klingensmith, Kevin Tellor, Robert Hormell, Marcella Starck, Carrie Smith, and David Boduch.

Recognition of visitors – None

Christine Gerrish (Director)

Consent Agenda:

- Motion to approve the identified documents contained within the consent agenda made by Robert Hormell and seconded by David Klingensmith. Motion carried unanimously.

Communications – Intelligencer articles, both printed and online on upcoming programs which were cancelled.

Treasurer's Report – David Boduch

- Motion to approve the February 2020 Financials of \$41,442.43 made by Robert Hormell and seconded by Kevin Tellor. Roll Call: Kathy Dortch, Marcella Starck, David Klingensmith, Robert Hormell, David Boduch, Carrie Smith, and Kevin Tellor. Motion carried unanimously.
- Motion to approve the February 2020 transfers of Social Security = \$1,689.58, IMRF = \$1,584.34, Building = \$5,812.77, Insurance = \$1,969.21, and Audit = \$4,675.00; made by Robert Hormell and seconded by Kevin Tellor. Roll Call: Kathy Dortch, David Boduch, Marcella Starck, David Klingensmith, Robert Hormell, Carrie Smith and Kevin Tellor. Motion carried unanimously.
- Motion to approve the March 2020 Financials of \$40,581.87 made by Robert Hormell and seconded by Kevin Tellor. Roll Call: Kathy Dortch, Marcella Starck, David Klingensmith, Robert Hormell, David Boduch, Carrie Smith, and Kevin Tellor. Motion carried unanimously.
- Motion to approve the March 2020 transfers of Social Security = \$1,677.66, IMRF = \$1,572.66, Building = \$1,259.40, Insurance = \$2,061.77, and Audit = \$0; made by Robert Hormell and seconded by Marcella Starck. Roll Call: Kathy Dortch, David Boduch, Marcella Starck, David Klingensmith, Robert Hormell, Carrie Smith, and Kevin Tellor. Motion carried unanimously.

Finance Committee –

- Discussion of preliminary FY2020/2021 budget

Personnel Committee – Carrie Smith

- Discussion of Circulation Associate and Page positions

Building Committee – David Klingensmith

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Strategic Planning Committee – Carrie Smith

- No Report

Unfinished Business –

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- Discussed the Public Health Policy as submitted for review. To be voted on at the next meeting.

New Business –

- Motion to authorize the Library Director to determine an appropriate date to re-open the library consistent with a state order to permit libraries to open made by Kevin Tellor and David Klingensmith. Motion carried unanimously.
- Motion made by Robert Hormell and seconded by David Boduch to approve the forgiveness of fines up to one month after the end closure period. Motion carried unanimously.
- Reviewed the FY20-21 working budget
- Motion made by Robert Hormell and seconded by David Boduch to compensate the staff up through May 16, 2020 or until the end of the order should it occur earlier. Roll Call: Kathy Dortch, David Boduch, Marcella Starck, David Klingensmith, Robert Hormell, Carrie Smith, and Kevin Tellor. Motion carried unanimously.
- Motion made by Robert Hormell and seconded by Carrie Smith to establish the Circulation Associate 3 job description, modify Circulation Associate 1 and 2 job descriptions and eliminate the Page job description as of July 1, 2020. Roll Call: Kathy Dortch, David Boduch, Marcella Starck, David Klingensmith, Robert Hormell, Carrie Smith, and Kevin Tellor. Motion carried unanimously.

Topics for Future Discussion

- Landscape issues – no report.

Adjournment –

Motion to adjourn the meeting at 8:30 p.m. made by Kevin Tellor and seconded by Robert Hormell. Motion carried unanimously.

Date for next Regular Meeting – May 19, 2020