

**Glen Carbon Centennial Library District
Board Meeting Minutes
Tuesday May 19, 2020 at 7:00 p.m.
Via Zoom**

Call to Order: 7:03 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 Kevin Tellor. Motion carried unanimously.

Communications – None

Treasurer's Report – David Boduch

- Motion to approve the April 2020 Financials of \$46,934.89 made by Robert Hormell and seconded by Marcella Starck. Roll Call: Kathy Dortch, Marcella Starck, David Klingensmith, Robert Hormell, David Boduch, Carrie Smith, and Kevin Tellor. Motion carried unanimously.
- Motion to approve the April 2020 transfers of Social Security = \$1,681.00, IMRF = \$10,874.36, Building = \$2,345.95, Insurance = \$708.99, and Audit = \$0; made by Robert Hormell and seconded by David Klingensmith. Roll Call: Kathy Dortch, David Boduch, Marcella Starck, David Klingensmith, Robert Hormell, Carrie Smith, and Kevin Tellor. Motion carried unanimously.

Finance Committee – David Boduch

Personnel Committee – Carrie Smith

Building Committee – David Klingensmith

- Window replacement. Motion to accept the Lowe's bid at a price of \$19,000 by David Klingensmith and second by Robert Hormell. Roll Call: Kathy Dortch, David Boduch, Marcella Starck, David Klingensmith, Robert Hormell, Carrie Smith, and Kevin Tellor. Motion carried unanimously.
- HVAC Bidding Project – bid notification sent out to at least three companies as well as published publicly

Strategic Planning Committee – Carrie Smith

- No Report

Unfinished Business –

- Motion moved to revise the Dress Code Policy, seconded by Carrie Smith. Motion carried unanimously.
- Motion moved to revise the Inclement Weather Policy by Robert Hormell and seconded David Boduch. Roll Call: Kathy Dortch, David Boduch, Marcella Starck, David Klingensmith, Robert Hormell, Carrie Smith, and Kevin Tellor. Motion carried unanimously.

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- Motion to revise the Holiday Pay Policy 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.
- Motion made by David Klingensmith and second by Kevin Tellor to accept the revised Public Health Policy. Motion approved unanimously.
- Motion to approve the Working Budget FY2020-2021 of \$377,280 as submitted by Robert Hormell and seconded by David Boduch. Roll Call: Kathy Dortch, David Boduch, Marcella Starck, David Klingensmith, Robert Hormell, Carrie Smith, and Kevin Tellor. Motion carried unanimously.
- Motion to approve the Personnel Budget FY2020-2021 of \$383,368.99 made by Robert Hormell and seconded by Kevin Tellor. Roll Call: Kathy Dortch (abstain), David Boduch, Marcella Starck, David Klingensmith, Robert Hormell, Carrie Smith, and Kevin Tellor. Motion carried with one abstention.

New Business –

- Reviewed policies not updated within the last two years.
- Discussed procedures for reopening the library which will be fluid for now based upon state changes.
- Motion to continue paying employees until the planned work day when Restore Plan for southern region enters phase 3 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 made by Robert Hormell and seconded by Marcella Starck to approve the additional expense of cleaning the library seven days a week in the amount of \$70.58 per day once patrons are allowed entrance into the building. 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 Kevin Tellor to adopt the new non-resident card fee factor of 0.1828. Motion carried unanimously.

Topics for Future Discussion

- Landscape issues – no report.
- Board Teleconferencing Policy

Adjournment –

Motion to adjourn the meeting at 8:42 p.m. made by Kevin Tellor and seconded by Carrie Smith. Motion carried unanimously.

Date for next Regular Meeting – June 16, 2020