

**MINUTES of the MISSISSIPPI VALLEY LIBRARY DISTRICT PUBLIC HEARING
Budget & Appropriations Ordinance 21-01**

DATE: September 21, 2020
TIME: 6:30 p.m.
PLACE: Via Zoom and In-Person at the Fairmont City Library Center

Call to Order

Mark Schusky, President, called the meeting to order at 6:30pm. Trustees Mark Schusky, Nancy Gerstenecker, Laura Gottschalk, and Jed Robbins and Assistant Director Katie Heaton were physically present at the Fairmont City Library Center. The other trustees and Executive Director Kyla Waltermire attended via Zoom.

President Mark Schusky

“The Governor of the State of Illinois has issued a disaster declaration related to public health concerns and all or part of the Mississippi Valley Library District's jurisdiction is covered by the disaster area. In my role as the President of the Mississippi Valley Library District's Board of Trustees, I have determined that an in-person meeting is not practical or prudent due to the disaster. Therefore, the Board of Trustees is meeting virtually.”

Roll Call

Trustees present:

Mark Schusky, President
Scott Penny, Jr., Vice President
Amanda Burr, Secretary
Nancy Gerstenecker, Treasurer
Laura Gottschalk, Trustee
Cathy Kulupka, Trustee
Jed Robbins, Trustee

Also present:

Kyla Waltermire, Executive Director, Mississippi Valley Library District
Katie Heaton, Assistant Director, Mississippi Valley Library District

Reading of Budget & Appropriations Ordinance 21-01

Public Input- none

Adjournment

Motion made by Jed Robbins and seconded by Amanda Burr to adjourn the public hearing.

A roll call vote was taken:

Amanda Burr- Yes
Nancy Gerstenecker – Yes
Laura Gottschalk- Yes
Cathy Kulupka - Yes

Scott Penny Jr.- Yes

Jed Robbins- Yes

Mark Schusky- Yes

Yes- 7, No – 0, Abstained – 0. Absent – 0

The public hearing adjourned at 6:40pm.

MINUTES of the MISSISSIPPI VALLEY LIBRARY DISTRICT BOARD OF TRUSTEES REGULAR MEETING

DATE: September 21, 2020

TIME: Directly following the Budget and Appropriations Ordinance Public Hearing

PLACE: Via Zoom and In-Person at the Fairmont City Library Center

Call to Order

Mark Schusky, President, called the meeting to order at 6:41pm. Trustees Mark Schusky, Nancy Gerstenecker, Laura Gottschalk, and Jed Robbins and Assistant Director Katie Heaton were physically present at the Fairmont City Library Center. The other trustees and Executive Director Kyla Waltermire attended via Zoom.

President Mark Schusky

“The Governor of the State of Illinois has issued a disaster declaration related to public health concerns and all or part of the Mississippi Valley Library District's jurisdiction is covered by the disaster area. In my role as the President of the Mississippi Valley Library District's Board of Trustees, I have determined that an in-person meeting is not practical or prudent due to the disaster. Therefore, the Board of Trustees is meeting virtually.”

Roll Call

Trustees present:

Mark Schusky, President
Scott Penny, Jr., Vice President
Amanda Burr, Secretary
Nancy Gerstenecker, Treasurer
Laura Gottschalk, Trustee
Cathy Kulupka, Trustee
Jed Robbins, Trustee

Also present:

Kyla Waltermire, Executive Director, Mississippi Valley Library District
Katie Heaton, Assistant Director, Mississippi Valley Library District

Pledge of Allegiance

Public Input – Several letters from members of the public were received by the Board email account. Each was read in its entirety and entered into the meeting recording. Each correspondence was related to reopening the library as part of the COVID-19 plan.

Friends of the Library – Letter from the Friends included in the packet. The Friends are requesting use of the Collinsville Library’s community room for a monthly book sale and for storage between sales. By consensus, the Board approved the request effective after the November election so as to not interfere with the library as a polling place.

Trustee Comments- none.

Consent Items

Motion to approve Consent Items in entirety made by Scott Penny, Jr. and seconded by Cathy Kulupka.

- a. Approval of Minutes- approved as presented in the packet.
- b. Administrative Reports
Report was given by Executive Director Kyla Waltermire.
 - Back to Books grant has been submitted to supplement juvenile nonfiction and non-English language e-books and e-audiobooks.
 - The MVLD’s server migration is complete.
 - Opportunity to offer the school district access to the MVLD’s Overdrive collection is being pursued.
 - Chromebooks are now available for checkout for short term use. Laptops are hopeful to be setup soon for check-out.

Report was given by Assistant Director Katie Heaton.

- Looking for sponsors for WiFi hotspots.
- Latino Roundtable submitted an application for a grant that would support hotspots and/or wifi in Fairmont City.
- Looking for red Radio Flyer wagons for Christmas giveaway.

- c. Finances- presented in the packet.
- d. Committee Reports
 - i. Finance – A meeting was held September 10th.
The FY2021 Budget & Appropriations Ordinance was amended and reviewed and the committee is recommending its adoption as presented. Purpose of the Gift Fund was discussed, and the committee recommends that donor-restricted donations only be placed in this fund.
 - ii. Personnel – no meeting was held
 - iii. Fundraiser – no meeting was held

A roll call vote was taken:

Amanda Burr- Yes

Nancy Gerstenecker – Yes

Laura Gottschalk- Yes

Cathy Kulupka - Yes

Scott Penny Jr.- Yes

Jed Robbins- Yes

Mark Schusky- Yes

Yes- 7, No – 0, Abstained – 0. Absent – 0

Motion carried.

Unfinished Business

a. Board of Trustees Photo - Tabled Indefinitely

b. Bylaws Revision- Article VIII: Amendment of Bylaws

A motion to amend the Bylaws as presented was made by Laura Gottschalk and seconded by Nancy Gerstenecker. A roll call vote was taken.

Amanda Burr- Yes

Nancy Gerstenecker – Yes

Laura Gottschalk- Yes

Cathy Kulupka - Yes

Scott Penny Jr.- Yes

Jed Robbins- Yes

Mark Schusky- Yes

Yes- 7, No – 0, Abstained – 0. Absent - 0

c. Pan Sculpture Update – No update.

d. COVID-19 Related Actions

i. Overview of Current Operations

There was a thorough discussion about the MVL D’s current operations and how the district might move forward with reopening. Waltermire suggested changing the district’s reopening plan to remove the stipulation of a 14-day decrease in the number of cases in the district’s service area and replace it with following the State’s “Restore Illinois” plan, which uses positivity rates instead of positive cases and includes following any guidance regarding mitigations. This was agreed to by consensus. The suggestion was made to make plans for the

MVLD's computer labs to reopen prior to the October monthly meeting. Library staff will move forward with these arrangements and report back on the operations at the October meeting.

ii. Payment of Staff

Waltermire recommends continuing to pay staff for hours actually worked to provide the most flexibility with scheduling needs. Trustees agreed by consensus.

New Business

a. Budget & Appropriations Ordinance 21-01 for FY 2021

Motion to approve made by Nancy Gerstenecker and seconded by Scott Penny, Jr.

A roll call vote was taken:

Amanda Burr- Yes

Nancy Gerstenecker – Yes

Laura Gottschalk- Yes

Cathy Kulupka - Yes

Scott Penny Jr.- Yes

Jed Robbins- Yes

Mark Schusky- Yes

Yes- 7, No – 0, Abstained – 0. Absent – 0

Motion carried.

b. Building & Maintenance Fund Ordinance 21-02 for FY 2021

Motion to approve the Building & Maintenance Fund Ordinance as presented was made by Cathy Kulupka and seconded by Amanda Burr.

A roll call vote was taken:

Amanda Burr- Yes

Nancy Gerstenecker – Yes

Laura Gottschalk- Yes

Cathy Kulupka - Yes

Scott Penny Jr.- Yes

Jed Robbins- Yes

Mark Schusky- Yes

Yes- 7, No – 0, Abstained – 0. Absent - 0

Motion carried.

c. Discussion about FY 2021 Tax Levies

Waltermire provided information to the trustees about options for the upcoming tax levies. After discussion, it was decided by consensus to move forward with a 4.5% levy increase from FY2020. The levy documents will be presented beginning at the October monthly meeting.

d. Recommendation for Designation of Gift Fund

The Finance Committee presented a recommendation for the Gift Fund. The recommendation is that the Gift Fund be reserved for donor-restricted gifts and expenses related to those restricted gifts. Available funds already in the Gift Fund will be moved to the General Fund. The Board agreed to the recommendation by consensus, but requested that a formal resolution be presented at the next meeting.

e. Illinois Public Library Annual Report – reviewed; no discussion.

f. Fairmont City Land Swap – Memorandum of Understanding (MOU)

Motion to approve the MOU made by Scott Penny, Jr. and seconded by Jed Robbins.

A roll call vote was taken:

Amanda Burr- Yes

Nancy Gerstenecker – Yes

Laura Gottschalk- Yes

Cathy Kulupka - Yes

Scott Penny Jr.- Yes

Jed Robbins- Yes

Mark Schusky- Yes

Yes- 7, No – 0, Abstained – 0. Absent – 0

Motion carried.

g. Review of Serving Our Public 4.0 “Introduction” to “Chapter 5: Building Infrastructure and Maintenance” – reviewed; no discussion.

h. Closed Session Minutes of June 19th, 2017

A motion to leave the Closed Session Minutes of June 19th, 2017 closed was made by Cathy Kulupka and seconded by Nancy Gerstenecker.

A roll call vote was taken:

Amanda Burr- Yes

Nancy Gerstenecker – Yes

Laura Gottschalk- Yes

Cathy Kulupka - Yes

Scott Penny Jr.- Yes

Jed Robbins- Yes

Mark Schusky- Yes

Yes- 7, No – 0, Abstained – 0. Absent - 0

Motion carried.

Closed Session – none

Adjournment

Motion made by Amanda Burr and seconded by Laura Gottschalk to adjourn.

A roll call vote was taken:

Amanda Burr- Yes

Nancy Gerstenecker – Yes

Laura Gottschalk- Yes

Cathy Kulupka - Yes

Scott Penny Jr.- Yes

Jed Robbins- Yes

Mark Schusky- Yes

Yes- 7, No – 0, Abstained – 0. Absent – 0

Motion carried. Meeting adjourned at 9:36pm.