

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

DATE: May 17, 2021  
TIME: 6:30pm  
PLACE: Via Zoom and Blum House

**Call to Order**

Mark Schusky, President, called the meeting to order at 6:38pm. All attendees noted below were present in-person, except for Trustee Amanda Burr (attended by 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  
Amanda Burr, Secretary  
Nancy Gerstenecker, Treasurer  
Laura Gottschalk, Trustee  
Cathy Kulupka, Trustee  
Jed Robbins, Trustee  
Ana Romero-Lizana, Trustee

Trustees absent:

None.

Also present:

Kyla Waltermire, Executive Director  
Katie Heaton, Assistant Director

**Pledge of Allegiance**

**Election of Board Officers**

Jed Robbins made a motion, seconded by Ana Romero-Lizana, for the nominations as follows:

Mark Schusky- President  
Laura Gottschalk- Vice President  
Amanda Burr- Secretary  
Nancy Gerstenecker- Treasurer

A roll call vote was taken:

Amanda Burr- Yes  
Nancy Gerstenecker- Yes  
Laura Gottschalk- Yes  
Cathy Kulupka – Yes  
Jed Robbins- Yes  
Ana Romero-Lizana- Yes  
Mark Schusky- Yes

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

Motion carried.

**Public Input** – No present or written input.

**Friends of the Library** - Friends had their book sale this week.

### **Trustee Comments**

Jed Robbins congratulated the recently elected trustees. Cathy Kulupka picked up the new trustee manual and is excited about the content.

### **Consent Items**

Motion to approve Consent Items made by Amanda Burr and seconded by Laura Gottschalk.

- a. Approval of Minutes
- b. Administrative Reports  
Report was given by Executive Director Kyla Waltermire.
  - Fines cleanup is finished- no late fines remain on any MVLD account.
  - There are some restructurings happening as far as job duty allocations between staff.

Report was given by Assistant Director Katie Heaton.

- Mulch donated by the American Legion and will be distributed to the playground and planters soon.
- Flag pole rope has been replaced.
- Clarifications on how attendees are counted during virtual story times and other similar online programs were given.

- c. Finances
  - Clarifications on spending for a new laminator and staff computers was given.
  - Clarification on a new staff and training resource was given.
- d. Committee Reports
  - i. Finance – None.

ii. Personnel - Personnel committee met on April 13<sup>th</sup> to review the Executive Director annual performance evaluation.

iii. Fundraiser – None.

A roll call vote was taken on the motion:

Amanda Burr- Yes  
Nancy Gerstenecker- Yes  
Laura Gottschalk- Yes  
Cathy Kulupka – Yes  
Jed Robbins- Yes  
Ana Romero-Lizana- Yes  
Mark Schusky- Yes

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

Motion carried.

### **Unfinished Business**

- a. Pan sculpture update – Bronze Pan installed in water feature on May 1.
- b. COVID-19 Related Actions
  - Discussion on when Library should resume charging for services like copying and faxing. Will resume when MVLDD begins Phase 5 of its reopening plan.
  - Curbside service is intended to continue in perpetuity to better serve patrons.
  - Paid COVID-related leave will continue through September 30, approved by consensus.
  - Mask use for patrons will continue to be required until 75-80% of staff are vaccinated; this is on track to occur in June. Staff mask use will continue to be required until further notice.

### **New Business**

- a. Appointment of Trustees to Committees
  - President Schusky appointed committee members as follows.

Finance Committee:

Nancy Gerstenecker  
Laura Gottschalk

Personnel Committee:

Amanda Burr  
Jed Robbins  
Ana Romero-Lizana

Fundraising Committee:

Cathy Kulupka

- b. Determine Meeting Dates and Times for the Next Fiscal Year
  - Discussed retaining schedule of 3<sup>rd</sup> Monday of the month at 6:30pm and alternating between the Blum House and Fairmont City Library Center.

- c. FY2022 Salary Schedule

A motion was made by Ana Romero-Lizana and seconded by Cathy Kulupka to approve the salary scales as presented in the packet.

A roll call vote was taken on the motion:

- Amanda Burr- Yes
- Nancy Gerstenecker- Yes
- Laura Gottschalk- Yes
- Cathy Kulupka – Yes
- Jed Robbins- Yes
- Ana Romero-Lizana- Yes
- Mark Schusky- Yes

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

Motion carried.

- d. Drafts of FY2022 Non-Resident Fee Calculation and Working Budget
  - Discussed offering non-resident cards in FY2022 and using the general mathematical formula to determine the annual fee per household. Also discussed participating in the option to provide free e-resource only accounts for non-residents.

- e. Resolution 21-03 Support for Fairmont City TIF 1 & 2 Extensions, Revised

A motion to approve Resolution 21-03 was made by Nancy Gerstenecker and seconded by Ana Romero-Lizana.

A roll call vote was taken on the motion:

- Amanda Burr- Yes
- Nancy Gerstenecker- Yes
- Laura Gottschalk- Yes
- Cathy Kulupka – Yes
- Jed Robbins- Yes
- Ana Romero-Lizana- Yes
- Mark Schusky- Yes

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

Motion carried.

f. Review of Serving Our Public 4.0 “Chapter 7: Collection Management” – No discussion.

**Closed Session** – none

**Adjournment**

Motion made by Cathy Kulupka and seconded by Ana Romero-Lizana to adjourn.

A roll call vote was taken on the motion:

Amanda Burr- Yes  
Nancy Gerstenecker- Yes  
Laura Gottschalk- Yes  
Cathy Kulupka – Yes  
Jed Robbins- Yes  
Ana Romero-Lizana- Yes  
Mark Schusky- Yes

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

Motion carried.

Meeting adjourned at 7:54pm.