



Thomas Ford Memorial Library
Library Board of Trustees Minutes
May 26, 2020

Due to coronavirus restrictions the meeting was held electronically.

Fahrenbach called the meeting to order at 7:18 p.m. Fahrenbach confirmed that no member of the public was in attendance.

Roll Call: Present: Deneen, Fahrenbach, Foster, Hanson (at 7:27 p.m.), Yeakey

Absent: Carroll, Thometz

Also present: Bodewes, Lewandowski

MOTION: Minutes of the April 28, 2020 meeting of the Board of Trustees

Deneen moved to approve with a minor change the minutes of the April 28, 2020 meeting of the Board of Trustees. Foster seconded the motion. All approved.

Treasurer's Report

Bodewes reviewed the April 2020 treasurer's report. Property tax revenue continues to be received. Noted expenses: roof/gutter repair and bond interest payment. All other income expenditures are of the usual sort.

April 2020 fund balances and vendor list:

Library Operating Fund #920	\$911,795.33
Graham Trust Fund #925	\$275,173.12
Building Maintenance Fund #930	\$79,718.93
Building Improvement Fund #935	\$11,771.98
Capital Fund #970	\$106,977.03
Timber Trails Fund #950	\$69,273.29
Debt Retirement Fund #940	\$109,517.83
Vendor List March 2020	\$130,139.05

MOTION: April 2020 treasurer report and vendor list

Deneen moved to approve the April 2020 treasurer's report and vendor list. Foster seconded the motion.

Roll Call:

Deneen AYE

Fahrenbach AYE

Foster AYE

Yeakey AYE

All approved.

Librarian's Report

- **The Summer Newsletter** will be in resident mailboxes at the end of the month. An abridged summer newsletter features a Library Director letter to the residents and promotes summer online programs and online summer reading.
- **Non-Resident Cards** discussed later on agenda.
- **No departmental reports** were presented.

Visitors/Public Comment: There were no visitors or public comment.

Communications: There were no communications.

Committees:

Friends

Bodewes reported. The Friends of the Library will be on hiatus through 2020. In response to current public health concerns, all Friends activities have been paused and book donations suspended. Notice has been posted on the Library's website and social media.

Old Business

None.

New Business

Review of Non-Resident Card Cost

The Thomas Ford Library offers library service to residents of surrounding communities without libraries. The Illinois State Library requires that the cost of a non-resident card be figured annually. Predicated on the average household support of the Library by residents, it is recommended that the cost of a non-resident card increase to \$385.00 from the current cost of \$305.00. The rate reflects the first year of the building improvement referendum in the non-resident formula.

MOTION: Deneen moved that the cost of a non-resident card purchased at the Thomas Ford Memorial Library increase to \$385.00 for the year beginning June 1, 2020 and ending May 31, 2021. Foster seconded the motion.

Roll Call:

Deneen AYE

Fahrenbach AYE

Foster AYE

Hanson AYE

Yeakey AYE

All approved.



Library Limited Reopening

In keeping with the Governor's stay-at-home order extending restrictions through May, the Library has begun limited service hours Monday through Saturday 10:00 a.m. to 6:00 p.m. The book drop opened on May 5, and curbside pickup began on May 18 with the main entrance converted to a walk-up window. More than 4,000 books have been returned; 251 pickups were made during the Week 1. The process is working smoothly and residents are happy to have some limited library services back. Staff is enjoying the good will from the community. A special thank you to Village True Value Hardware for providing curbside pickup bags!

Library safety protocols and equipment are in place: personal protective equipment and sanitizing/disinfecting supplies are available, onsite staff is limited to maintain safe distancing and limit contact exposure, returned books and all other incoming materials are quarantined for 72 hours.

The Board expressed strong support for all staff efforts during this unprecedented and uncertain time.

There being no other business, Deneen moved to adjourn at 7:44 p.m. Foster seconded the motion. All approved.

The next regular meeting of the Board of Trustees will be held on Tuesday, June 23, 2020.

Respectfully submitted,

Kathleen Lewandowski
Recording Secretary