



**Thomas Ford Memorial Library**  
Board of Trustees  
Minutes of the March 30, 2021

Present: Carroll, Deneen, Fahrenbach, Foster, Thometz, Yeakey  
Absent: Hanson  
Also present: Bodewes, Lewandowski

**MOTION: Minutes of the March 30, 2021 meeting of the Board of Trustees**

Foster moved to approve as presented the minutes of the March 30, 2021 meeting of the Board of Trustees.  
Carroll seconded the motion.

**Roll Call:**

Carroll AYE  
Deneen AYE  
Fahrenbach AYE  
Foster AYE  
Thometz AYE  
Yeakey AYE  
All approved.

**Treasurer's Report**

Bodewes reviewed the December-13<sup>th</sup> month 2020 and February 2021 treasurer's reports. The December-13<sup>th</sup> month report reflects FY2020 expenditures paid in 2021. February expenditures of note are SWAN fees and snow removal. All other expenditures are of the usual sort.

**December-13<sup>th</sup> Month 2020 vendor list:**

Vendor List December-13<sup>th</sup> Month 2020 \$35,710.24

**MOTION: December-13<sup>th</sup> Month 2020 vendor list**

Yeakey moved to approve the December-13<sup>th</sup> Month 2020 treasurer's report and vendor list. Deneen seconded the motion.

**Roll Call:**

Carroll AYE  
Deneen AYE  
Fahrenbach AYE  
Foster AYE  
Thometz AYE  
Yeakey AYE  
All approved.

**February 2021 fund balances and vendor list:**

Library Operating Fund #920	\$656,410.30
Graham Trust Fund #925	\$274,359.40
Building Maintenance Fund #930	\$87,618.64
Building Improvement Fund #935	\$2,497.83

Capital Fund #970	\$107,354.46
Timber Trails Fund #950	\$69,446.94
Debt Retirement Fund #940	\$48,333.65
Vendor List January 2021	\$96,235.49

**MOTION: February 2021 treasurer's report**

Yeakey moved to approve the February 2021 treasurer's report and vendor list. Deneen seconded the motion.

**Roll Call:**

Carroll AYE  
Deneen AYE  
Fahrenbach AYE  
Foster AYE  
Thometz AYE  
Yeakey AYE  
All approved.

**Librarian's Report**

- **Staff Vaccination.** The large Village vaccination clinic held on March 13 included municipal employees. The Library staff is grateful to our Village partners for being included in the event. Vaccination of staff will allow planning to begin for resuming additional services.
- **Pet Mayor.** At the request of Village President, Alice Gallagher, the Library hosted the second annual Pet Mayor election. More than 1,800 people voted via Facebook from a slate of worthy candidates which included 16 dogs, one cat and one chicken. The 2021 Pet Mayor is Vito Buckley, a very good boy. The popular event generated joy as well as significant volume of traffic on our social media, and new Facebook followers.
- **National Library Week** is April 4 through April 10. Banners promoting the Library are displayed on light poles around the Village. Social media is also being used to promote the event.
- **Staff Appreciation.** A local patron, Jacqueline Vassan, arranged a taco lunch for the staff to say thank you for all of their hard work during the pandemic. It was much appreciated by all.
- **Statistics and Departmental Reports** were presented. The Teen Liaison Report is included in the Departmental Reports.

Lewandowski reported that Foundation appeal donations to date are \$14,305.

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

**Communications:** None

**Committees:**

**Building and Grounds**

Yeakey reported. Installation of the new Children's Department book display fixture is underway. The fixture is the final expenditure of renovation funds.

**Old Business**

**Limited Service Update**

The Library continues to follow the current service model. Service hours have been extended on Tuesday evenings to 8:00 p.m. in response to patron feedback. Planning for the Library to resume additional services

will be dependent on public vaccination schedules and continued improved public health statistics. Materials quarantine has been reduced to one day. Traffic in the Library has been lively!

**New Business**

**Public Displays and Notices Policy Review**

Bodewes presented for review the Public Displays, Notices, Handouts and Related Activities Policy (TFML Policy No. 4. No changes to the policy were recommended.

**MOTION:** Deneen moved to approve without amendment the Public Displays, Notices, Handouts and Related Activities Policy. Foster seconded the motion.

**Roll Call:**

Carroll AYE

Deneen AYE

Fahrenbach AYE

Foster AYE

Thometz AYE

Yeakey AYE

All approved.

In response to a query, Bodewes reported that there is no book sale scheduled for 2021. The Library Friends plans to meet as public health issues allow.

New trustees will be elected on April 6, invited as guests to the April Board meeting, and seated at the May Board meeting.

There being no other business, Yeakey moved to adjourn at 7:40 p.m. Carroll seconded the motion. All approved.

**The next regular meeting of the Board of Trustees will be held on Tuesday, April 27, 2021.**

Respectfully submitted,

Kathleen Lewandowski  
Recording Secretary