

Louis Latzer Memorial Public Library Board of Trustees

The meeting of the Louis Latzer Memorial Public Library Board of Trustees was called to order by Sharon Rinderer on Tuesday, May 19, 2020, at 5:00 p.m.

Roll Call showed the following members participated by phone conference:

LeeAnn Landmann
Marshall Rinderer
Sharon Rinderer
Joshua Short
Bill Wagner
Nancy Genteman

Angela Kim; Library Director
William Piper, Associate Member

Absent member(s): Arnold Bodinet, Justin McLaughlin, Joyce Zerban, Louis Latzer

The minutes of April 21, 2020 were reviewed. Motion by Marshall Rinderer, second by Joshua Short, to approve the minutes. All members present voted yes. Motion carried.

No Treasurer's report for the month of April.

Bills for April were presented for payment. Motion by Joshua Short, second by Bill Wagner, to pay all bills presented for payment. All members present voted yes on roll call. Motion carried.

Director Angela Kim gave the Librarian's Report

- Live & Learn Construction Grant: Angela will attend an on-line/phone conference question and answer session with the other grant writers and the Illinois State Library on May 20.
- Coronavirus / Covid-19: The staff has been completing some of the long overdue projects. They are continuously weeding out books in both children's and adults sections. The basement carpets have been cleaned.
- Sump Pump: Many have noticed a large amount of water pouring over the sidewalk/parking lot after a heavy rain. After consulting with the City Public Works and considering different options, it was decided that the Library would be allowed to plumb the sump pumps into the sanitary sewer. Angela will keep a close eye on everything during heavy rains to make sure that this is sufficient to keep the water from backing up into the basement.
- Website: The new website is almost complete. Unfortunately, due to the pandemic, there are no programs listed yet.
- Young Adult Room: The Murphy bookcase has been installed in the young adult room.
- Donations: The Library has received several large donations while it has been closed.

Book Committee Report: 13 books were received in March as memorial gifts.

Old Business:

- Gazebo project: Tabled

- Covid-19: The Board examined the Covid-19 Library Building Reopening Plan. Motion by Nancy Genteman, second by Bill Wagner, to adopt the plan. All members present voted yes. Motion carried.

New Business:

- Board Members Appointments: Nancy Genteman, Joshua Short, and Marshall Rinderer. All three wish to remain on the Board.
- Non-Resident Fee: The non resident fee will remain the same for the next budget year.
- Summer Reading Program: The program will be very different this summer. All ideas are welcome. It is important to remember copyright issues that come up when reading books online.

Other Business:

- Custodian hours may need to be increased when the Library reopens to help with sanitizing. Nancy Genteman has offered to help the Library staff as well.
- Library hours will be shortened upon reopening in order for the staff to sanitize properly and to gather materials for the patrons. The hours will be as follows: Mon and Fri: 10 am - 4 pm. Tue, Wed, Thur: 10 am - 6 pm, and Sat 10 am - 2 pm.
- Upon reopening the City of Highland will need to provide the Library masks, hand sanitizer, & paper towels.

Motion by Bill Wagner, second by Marshall Rinderer to adjourn the meeting at 5:56 pm. All members present voted yes. Motion carried.

The next meeting will be held June 16, 2020, at 5:00 pm.

Respectfully Submitted,

LeeAnn Landmann, Secretary