

Harrisburg Public Library District - Board of Trustees Meeting Minutes
June 23, 2021

The regular meeting of the Board of Trustees of the Harrisburg Public Library District was called to order by Vice President Kelly Phelps at 5:00pm. Those in attendance were Trustees Denise Drue, Janet Jones, Kelly Phelps, Sally Wofford, Director Krystal Gulley, and Special Guest Bob DeVillez

Consent Agenda: Sally Wofford made a motion to accept last month's Consent Agenda as presented. Motion carried unanimously via roll call vote.

President's Report:

Discussion about a possible fundraiser maybe in September. Formal display, request for donations, and tax deduction forms/receipts were discussed. K. Gulley will reach out to Phil for legal clarification.

Correspondence, Communications, and Public Comments: – No Report

Committee Reports:

Finance – No report as we are waiting for Saline County tax information.

Personnel – No report; however, due to Covid, budgeted items for travel, lodge, and conference fees for Staff Development were not utilized. Any monies left over in FY 2021 will be placed in special reserve.

Policy – Information regarding Cards for Kids and Cards for Veterans will be added to the Policy Manual

Building and Grounds – Discussed yearly maintenance checklist as many items have already been taken care including pressure washing, gutter connections, and painting the curb outside the building. The Ameren grant was discussed and eRate Form 486 has been completed.

Director's Report:

***Building & Maintenance Ordinance 20/21-3 – This annual ordinance was discussed and a motion was made by J. Jones to accept, second by S. Wofford. Motion carried.

***Meeting Date Ordinance 20/21-4 – This annual ordinance was also briefly discussed. K. Gulley will have information published in the Daily Register. Motion was made by S. Wofford, second by J. Jones. Motion carried.

***Review Closed Sessions – There have been no closed sessions in the past 6 months.

***Required Face Coverings – This topic was discussed as Illinois has moved into Phase 5 and the following was determined:

1. Vaccinated patrons & staff will not be required to wear a mask
2. Non-vaccinated staff must continue to wear masks
3. Indoor programs, particularly for children, will require mask
4. Extensive signage will be used to update and alert the public
5. In regard to Covid 19, the Sick Policy will remain the same

***Card for Kids/Cards for Veterans – This information will be added to the Policy Manual.

***Other – There has been an overall return to programming and The Story Walk continues to do well.

***Other - Opened the floor to Mr. DeVillez for question/answer

Sally Wofford made a motion to adjourn at 5:54pm

Respectfully submitted by Trustee Leah Denise Drue, Secretary