

Manteno Public Library

Board Meeting

February 15, 2022

President G. Dodge called the meeting to order at 7:00 p.m.

Present: N. Shear present via Zoom, B. Collier present via Zoom, N. Wheeler present via Zoom, G. Dodge, C. Baldwin, J. Lockwood, S. Turner, P. Tovo.

S. Turner moved, and P. Tovo seconded to approve permitting the meeting to occur by audio video conference calls. (5 ILCS 120/7 (a) of the Open Meetings Act. Roll call G. Dodge, yes, N. Shear, yes, B. Collier, yes, C. Baldwin, yes, P. Tovo, yes, N. Wheeler, yes, S. Turner, yes.

Absent: None

Approval of the Minutes: N. Wheeler moved, and B. Collier seconded to approve the minutes of the January 2022 Library Board Meeting.

Approval of the Financial Report: S. Turner moved and N. Wheeler seconded to accept the financial reports for January 2022 as presented.

Introductions of visitors and public comments: There were no visitors or comments.

Agenda Changes: There were no agenda changes.

Director's Report: Youth Services Assistant resigned earlier this month. The Open Meetings Act Training Portal is now open again. The MPLD 2020 service population is 12,351.

Technology: Cyber Liability- Insurance companies are requiring a Cyber Risk Multifactor Authentication to be implemented. True Tech will be helping with this subject. We will continue to discuss this topic at the next Board Meeting.

Meetings and Workshops: Staff Development day will be on Thursday March 10th. G. Dodge moved and P. Tovo seconded to close the library for Staff Development Day on March 10, 2022.

Finance: Money market interest: (December- \$1.47)

E-commence: (January- \$37.95)

Building: Vital was contacted several times after the large snowfall to discuss issues with plowing the library parking lot, sidewalks and entrance ways. On February 4th there was a water main break in front of the library parking lot. Staff contacted the village and Aqua came out to take care of this. Cat5 came in to work on the water damage that happened in the Adult Reading Room. Langlois roofing was also out to assess the roof. A claim was submitted to the insurance company for this water damage due to the ice dam.

Library Projects/Activities: Per Capita was submitted January 19, 2022.

Friends of the Library: The Friends hosted their Family Trivia Night on January 21st. One family won a raffle basket filled with family games and popcorn! The Friends received several new memberships. The Valentine fundraiser pick-up happened on February 12th at Twisted Cupcake. There are several fundraising events that have been scheduled for the remainder of the year. The Friends have also purchased new Lego's for the Lego Club and purchased a replacement table for the Children's Department.

Monthly Statistical Report for November: Circulation (9189), New Cards (17), Computer Usage (256), People Counter (2034), Web Usage (2081), HotSpot Usage (6), OverDrive Checkouts Audio (222), OverDrive checkouts e-books (398), Axis 360 Audio (34), Axis 360 e-books (45).

Youth Services Department Update:

J. Regan visited URU Preschool on Monday, February 7th to read books about Valentine's Day. Jen attended the Embryology Training at the University of Illinois Extension Center. There are now three Storytime sessions to maintain social distancing. The TAG group will meet to work on their next service project. They will be having a supply drive for River Valley Animal Rescue during the month of March. Reading Buddies continues to be a success and the patrons are loving the new therapy dog, Arya that comes to visit. Lego Club has started back up and is serving 20 families. The Winter Reading Challenge began and goes through February 25th. The "Visit with Mr. Lincoln" program was a great turnout!

Adult Programs: Tuesday Book Club continues to meet. Book Bingo will meet on Monday, February 21st. Adult Coloring will meet on Thursday, February 24th.

Unfinished Business:

Per Capita will be submitted to the State Library this week.

Our current hours of operation are working. We will continue with this schedule and check-in on the topic again next month.

New Business:

P. Tovo moved and B. Collier seconded to follow the Governor's pending orders and go to mask optional at the end of February.

C. Baldwin moved and N. Shear seconded to the amendments made to the small meeting room policy.

The Blood Borne Pathogen Policy was reviewed. A personnel committee was established to meet at a further date.

Anticipated Items: None

Correspondence: None at this time.

N. Wheeler moved and C. Baldwin seconded to close the meeting.

President G. Dodge adjourned the meeting at 7:37 pm.

Respectfully Submitted,

Cara Baldwin

Secretary