

**MINUTES of the MISSISSIPPI VALLEY LIBRARY DISTRICT
BOARD OF TRUSTEES REGULAR MEETING**

DATE: July 20, 2020
TIME: 7:30 p.m.
PLACE: Via Zoom

Call to Order

Mark Schusky, President, called the meeting to order at 7:32pm. Mark Schusky, Jed Robbins, and Nancy Gerstenecker were present at the Fairmont City Library Center. All others attended via Zoom.

Roll Call

Trustees present:

Mark Schusky, President
Scott Penny, Jr., Vice President
Amanda Burr, Secretary
Nancy Gerstenecker, Treasurer
Laura Gottschalk, Trustee
Cathy Kulupka, Trustee
Jed Robbins, Trustee

Trustees absent:

None

Also present:

Ms. Kyla Waltermire, Executive Director, Mississippi Valley Library District
Ms. Katie Heaton, Assistant Director, Mississippi Valley Library District

Pledge of Allegiance

Public Input – None in person and none in the email account. Kyla shared a thank-you card to the Board from Children’s Librarian Ginny York.

Friends of the Library – None

Trustee Comments- Jed Robbins noted smooth process of curbside service and thanked Katie Heaton for her work on the educational nature videos.

Consent Items

Motion to approve Consent Items in entirety made by Nancy Gerstenecker and seconded by Amanda Burr.

- a. Approval of Minutes – Regular Board Meeting of June 15, 2020
- b. Administrative Reports

Report given by Executive Director Kyla Waltermire.

- Mobile printing, copying, printing and faxing free for up to 20 pages, notary service is free.
- TIF reimbursement plus generous anonymous donation helped Library to cover a little over 2/3 of the electrical panel repairs.
- Quarantine period for materials increasing from 72 hours to 96 hours before returning to circulation based on data released that morning.

Report given by Assistant Director Katie Heaton.

- Land swap is still in motion, moving forward with final paperwork soon.
- Air purifiers arrived today that were funded by an awarded grant.
- Penny Severns grant components aim to be completed virtually.
- Kyla donated mulch that was able to be used in the Fairmont City planters.

c. Finances- presented in the packet.

- Kyla will send an amended FY2020 Profit & Loss Budget Vs. Actual report; there was an error in the date parameters.

d. Committee Reports

i. Finance – no meeting was held.

ii. Personnel – no meeting was held

iii. Fundraiser – no meeting was held

A roll call vote was taken.

Jed Robbins- Yes

Mark Schusky- Yes

Cathy Kulupka- Yes

Laura Gottschalk- Yes

Amanda Burr- Yes

Scott Penny Jr.- Yes

Nancy Gerstenecker- Yes

Yes- 7, No – 0, Abstained – 0. Absent 0

Motion carried.

Unfinished Business

- a. Board of Trustees Photo
 - Tabled until further notice.

b. COVID-19 Related Actions

i. Overview of Current Operations

- Kyla previously shared information on curbside service in the administrative report. There is no date for opening the buildings to inside service at this time because new cases in both Madison and St. Clair Counties continue to rise.

ii. Payment of Staff

- Consensus of the Board is to continue paying staff in full as has been the practice for the past few months.

b. Bylaws Revision – Remote Meetings

Motion to approve the revision to the bylaws regarding remote meetings as presented in the packet by Amanda Burr and seconded by Scott Penny, Jr.

A roll call vote was taken.

Jed Robbins- Yes

Mark Schusky- Yes

Cathy Kulupka- Yes

Laura Gottschalk- Yes

Amanda Burr- Yes

Scott Penny Jr.- Yes

Nancy Gerstenecker- Yes

Yes- 7, No – 0, Abstained – 0. Absent 0

Motion carried.

New Business

a. Revisions to Freedom of Information Act Policy

Motion to approve proposed revisions as presented in the packet by Jed Robbins and seconded by Cathy Kulupka.

A roll call vote was taken.

Jed Robbins- Yes

Mark Schusky- Yes

Cathy Kulupka- Yes

Laura Gottschalk- Yes

Amanda Burr- Yes

Scott Penny Jr.- Yes

Nancy Gerstenecker- Yes

Yes- 7, No – 0, Abstained – 0. Absent 0

Motion carried.

- b. Appointment of Two Trustee for Audit of Secretary's Records (Annual Report Requirement)

Nancy Gerstenecker and Mark Schusky volunteered to complete this requirement.

- c. Tentative Approval of Ordinance No. 21-01: Budget & Appropriations Ordinance
Motion to tentatively approve the tentative Budget & Appropriations Ordinance as presented made by Nancy Gerstenecker and seconded by Amanda Burr.

A roll call vote was taken.

Jed Robbins- Yes

Mark Schusky- Yes

Cathy Kulupka- Yes

Laura Gottschalk- Yes

Amanda Burr- Yes

Scott Penny Jr.- Yes

Nancy Gerstenecker- Yes

Yes- 7, No – 0, Abstained – 0. Absent 0

Motion carried.

Closed Session – none

Adjournment

Motion made by Jed Robbins and seconded by Cathy Kulupka to adjourn.

A roll call vote was taken.

Jed Robbins- Yes

Mark Schusky- Yes

Cathy Kulupka- Yes

Laura Gottschalk- Yes

Amanda Burr- Yes

Scott Penny Jr.- Yes

Nancy Gerstenecker- Yes

Yes- 7, No – 0, Abstained – 0. Absent 0

Motion carried. The meeting adjourned at 8:18pm.