

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

DATE: March 15, 2021
TIME: 6:30pm
PLACE: Via Zoom
In Person at the Blum House, 414 West Main Street, Collinsville, IL 62234

Call to Order

Mark Schusky, President, called the meeting to order at 6:30pm.

A statement from President Schusky:

“The Governor of the State of Illinois has issued a disaster declaration related to public health concerns and all or part of the Mississippi Valley Library District's jurisdiction is covered by the disaster area. In my role as the President of the Mississippi Valley Library District's Board of Trustees, I have determined that an in-person meeting is not practical or prudent due to the disaster. Therefore, the Board of Trustees is meeting virtually.”

Roll Call

Trustees attending in person:

Mark Schusky, President
Nancy Gerstenecker, Treasurer
Jed Robbins, Trustee

Trustees attending via Zoom:

Cathy Kulupka, Trustee
Laura Gottschalk, Trustee

Trustees absent:

Scott Penny, Jr., Vice President
Amanda Burr, Secretary

Also present (in person):

Kyla Waltermire, Executive Director
Katie Heaton, Assistant Director

Pledge of Allegiance

Public Input – None.

Friends of the Library – The Friends have a book sale scheduled for March 26-27, 2021. Executive Director Kyla Waltermire again thanked the Friends for their donation toward the repair of the Collinsville Memorial Library Center's front doors.

Trustee Comments - Jed Robbins requested that Board meetings continue to be recorded and posted online post-pandemic. Mark Schusky concurred with the suggestion.

Consent Items

Motion to approve Consent Items in their entirety made by Nancy Gerstenecker and seconded by Cathy Kulupka.

- a. Approval of Minutes- February 8, 2021 Regular Board meeting.
- b. Administrative Reports
Report was given by Executive Director Kyla Waltermire.
 - Waltermire provided updates on building projects. The landscaping between the Collinsville Memorial Library and the Collinsville Historical Museum was completed March 9. The Collinsville Memorial Library front door repairs began March 15.
 - Waltermire informed trustees that the Statement of Economic Interest filing emails were sent out by the Madison County Clerk's office earlier that day. Filing confirmations are due in the MVLD's administrative office by the end of April.
 - Staff evaluations have begun.
 - Waltermire requested that two items be added to the April agenda: the elimination of all overdue fines and a trustee orientation plan. The Board was amenable to these additions to the agenda.
 - The maintenance technician position is posted. A few applications have been received, but no further action taken at this time. Waltermire will be moving forward with promoting one of the MVLD's clerks to the Fairmont City Circulation Supervisor position.

Report was given by Assistant Director Katie Heaton.

- The Fairmont City Library has received ten hotspots through the State Farm grant. These will soon be available for one-week checkouts.
- In lieu of the Easter egg hunts and parade, this year family Easter kits will be distributed.

- c. Finances- No discussion.
- d. Committee Reports
 - i. Finance – No report.
 - ii. Personnel – No report.
 - iii. Fundraiser – No report.

A roll call vote was taken:

Nancy Gerstenecker - Yes

Laura Gottschalk- Yes

Cathy Kulupka - Yes

Jed Robbins- Yes

Mark Schusky- Yes

Yes- 5, No – 0, Abstained – 0. Absent – 2

Motion carried.

Unfinished Business

- a. Pan sculpture update – No update.
- b. COVID-19 Related Actions
 - No staff were in COVID-related quarantine for the past two months.
 - About a quarter of the staff have been vaccinated. Despite coordinated efforts between Waltermire and other local library directors, neither Madison nor St. Clair Counties have adjusted their vaccine distribution phases to include library workers in Phase 1b or 1c.
 - Waltermire requested that the voluntary extension of FFCRA leave, which was to lapse on March 31, be extended through June 30, 2021. The Board agreed by consensus.
- c. Van Maintenance and Future Planning – No update.
- d. Annual Executive Director Performance Review
 - Waltermire will check with Amanda Burr, chair of the Personnel Committee, about the process for beginning the review. She will coordinate with Burr to get information and documents distributed to the Board and MVLD staff.
- e. Post-Pandemic Service Hours for Collinsville Memorial Library Center
 - Waltermire presented a proposal for modifying the Collinsville Memorial Library Center’s service hours after the pandemic. The recommendation is to modify the hours as follows: Monday-Thursday 8:30AM-8:00PM and Friday-Saturday 9:00AM-6:00PM. The suggestion was made to wait until Phase 5 of the “Restore Illinois” pandemic response plan was initiated to begin these service hours on a 3-6 month trial basis. The Board agreed to the terms and the trial period by consensus.

New Business

- a. Review of Closed Session Minutes

Motion made by Nancy Gerstenecker and seconded by Cathy Kulupka to continue keeping the closed session minutes of June 19, 2017 closed.

A roll call vote was taken:

Nancy Gerstenecker - Yes

Laura Gottschalk- Yes

Cathy Kulupka - Yes

Jed Robbins- No

Mark Schusky- Yes

Yes- 4, No – 1, Abstained – 0. Absent – 2

Motion carried.

- b. Personnel Policy Revisions – Tabled until April 19, 2021 meeting.
- c. Review of Serving Our Public 4.0 “Chapter 5: Building Infrastructure and Maintenance”
– No discussion.

Closed Session – None.

Adjournment

Motion made by Nancy Gerstenecker and seconded by Cathy Kulupka to adjourn.

A roll call vote was taken:

Nancy Gerstenecker - Yes

Laura Gottschalk- Yes

Cathy Kulupka - Yes

Jed Robbins- Yes

Mark Schusky- Yes

Yes- 5, No – 0, Abstained – 0. Absent – 2

Motion carried. Meeting adjourned at 7:30pm.