

Taylorville Public Library Board of Trustees

Meeting Minutes

Tuesday, June 15, 2021 5:00 p.m.

Present: Ryan Reitmeier      Ann Chandler      Terri France  
Gary Merker      Peggy Brown      Cathy Robertson via phone

Public: Ben Robinson

Absent: Jim Olive

- I. President Chandler called the meeting to order at 5:01 p.m. She noted that Lisa Cope resigned from the board because she relocated outside the city limits. Chandler welcomed Ben Robinson who will join the board after receiving mayoral approval.
- II. Approval of Minutes – Minutes from the May 18, 2021, meeting; the May 11, 2021 special board meeting; and the May 4, 2021, personnel meeting, including executive session, minutes (Brown/France) were approved unanimously.
- III. Public Forum – none
- IV. Librarian’s Report:
  - a. Circulation report – reviewed
  - b. Community Room Activity report - reviewed
  - c. Gifts & Memorials report - reviewed
  - d. Director’s Comments:
    - i. Reitmeier reported the fence along the west outdoor area has been installed. TPL is awaiting delivery of the outdoor tables for this area.
    - ii. Repairs for the equipment cage on the east side of the building will be done this week.
    - iii. Reitmeier received official notice that TPL will received the requested amount from the Live and Learn Grant. These funds – over \$19,201 – will pay for half the cost of automatic entry doors. He and Chandler will prepare and send out bid work this week.
    - iv. All library seating and computers are back in place since Covid restrictions have been lifted.
- V. Motions Pertaining to Executive Session - No executive session
- VI. Financial Reports
  - a. Current Bills – Approval of the current expenditures in the Operating Fund (France/Brown) unanimous roll call.
  - b. Capital Fund –Approval of the Capital Fund expenditures with addendum (France/Brown) unanimous roll call.
  - c. Operating Receipts: Board reviewed an updated balance sheet.
- VII. President’s List
  - a. East Equipment Cage and Sidewalk Repair/Replacement are in progress.

VIII. Standing Committee Reports

- a. Finance Committee
    - i. Property tax bill were just sent so no tax revenue has been received yet.  
Expenditures for the fiscal year are at about 10% of the budgeted amount.
  - b. Building Committee
    - i. Reitmeier stated that some landscaping will need to be the next step.  
Gutters will need to be extended to complete the outdoor area on the west side of the building.
  - c. Technology – No action taken.
  - d. Personnel
    - i. A motion (Merker/France) to eliminate temperature checks for employees and to give all fully vaccinated employees the option of not wearing a mask at work passed unanimously.
  - e. Long Range Planning – The committee will meet today following the regular board meeting.
  - f. Old Business - No action taken
  - g. New Business
    - i. OMA Designees for the current fiscal year are Ryan Reitmeier and Ann Chandler.
    - ii. FOIA Officers for the current fiscal year are Ryan Reitmeier and Morgan Ebert.
    - iii. The board discussed the possibility of making library cards available to low income children in areas outside the city limits and waiving the non-resident fee.
    - iv. IPLAR Report information – Reitmeier is looking for dates the library was closed due to Covid and for the service offered curb side.
    - v. Chandler asked for suggestions for potential board members.
- IX. Motion to adjourn – (Merker/Brown) at 5:35 p.m. was unanimously approved.