

**Minutes of the Regular Meeting of the Board of Trustees  
of the Byron Public Library District  
March 11, 2020**

The meeting was called to order at 4:00 p.m. by Mrs. Clubb. Board members present were Lavonne Berkeley, Barbara Clubb, Jill Grennan, Susan O'Neil and Rich Pleniewicz. Elaine Breck arrived at 4:05. Also attending were Emily Porter, Director and Recording Secretary, Heather Towle.

**Absent Members:** David Conley

**Visitors:** None

**Minutes:**

February Minutes were corrected as Susan O'Neil was listed as both here and absent. The year was also corrected from 2019 to 2020. Mrs. Berkeley made a motion to approve the corrected Minutes of the Regular Meeting of February 12, 2020. The motion was seconded and approved 6-0.

**Treasurer's Report and Monthly Bills:**

Mrs. Porter distributed and discussed written reports. Mrs. Porter discussed reimbursement income from a shared Airbnb from the PLA conference in Nashville.

**Bills:**

Mrs. Porter distributed written reports.

A motion to ratify the bills was made by Mr. Pleniewicz and seconded. The motion was approved in a roll call vote 6-0: Mrs. Berkeley, yes; Mrs. Clubb, yes; Mrs. Grennan, yes; Mrs. O'Neil; Mrs. Breck, yes and Mr. Pleniewicz, yes.

**Librarian Report:**

Mrs. Porter distributed written reports. She discussed installing water bottle filling stations for \$3,500, which includes retrofitting existing fountains and additional filtration systems. She also discussed a \$9,000 quote to rough in and install a washer and dryer in order to clean various programming materials and children's toys. Mrs. Porter is also waiting on a quote to replace the meeting room carpet. New hire Kelly Frye will work part time as a Library Assistant to help with adult program planning and marketing.

**Trustee Reports:**

Susan O'Neil was made aware of a library in Arizona that gives away tickets to local events. These tickets are available to patrons upon request.

**Committee Reports:**

Approved April 8, 2020

- Finance: Meeting scheduled for 4/29/2020 at 4:00 p.m.
- Operations Committee: None
- Executive Committee: None 4/22/2020 at 4:00 p.m.
- Facilities Management: None

### **Unfinished Business:**

None

### **New Business**

- Mrs. O'Neil made a motion to approve Ordinance 2020-1 for future bond abatement. The motion was seconded and approved by roll call vote 6-0: Mrs. Berkeley, yes; Mrs. Breck, yes; Mrs. Clubb, yes; Mrs. Grennan, yes; Mrs. O'Neil, and Mr. Pleniewicz, yes.
- Mrs. Porter discussed the advantages of curbside delivery service. Mrs. Breck made a motion to approve curbside delivery service. The motion was seconded and approved by 6-0.
- Mrs. Porter discussed details on collecting soft plastic to be recycled and made into benches. Mrs. O'Neil made a motion to approve the Trex plastic recycling. The motion was seconded and approved 6-0.

Mrs. Grennan made a motion to adjourn the meeting at 4:34 p.m. The motion was seconded approved 6-0.

Respectfully Submitted,  
Heather Towle  
Recording Secretary

Approved April 8, 2020