

**Minutes of the Regular Meeting of the Board of Trustees
of the Byron Public Library District
via Zoom**

<https://us02web.zoom.us/j/87613030525?pwd=d0NRdzFLazdjQWRIVzJubFdBQkw3Z09>

June 10, 2020

The meeting was called to order at 4:04 p.m. by Mrs. Clubb. Board members present were Lavonne Berkeley, Elaine Breck, Barbara Clubb, David Conley, Jill Grennan, Susan O'Neil, and Rich Pleniewicz. Also attending was Emily Porter, Director and Beth Murbach, Recording Secretary.

Absent Members: None

Visitors: None

Minutes:

Mrs. Breck made a motion to approve the Minutes of the Regular Meeting of May 13, 2020 as corrected. Mrs. Berkley seconded. Mr. Pleniewicz left the meeting at 4:06. Approved 6-0.

Treasurer's Report and Monthly Bills:

Mrs. Porter discussed distributed written reports. Mrs. Porter noted that some items were highlighted as they were over budget. Mr. Pleniewicz rejoined us at 4:10.

Bills:

Mrs. Porter discussed distributed written reports.

A motion to ratify the bills was made by Mr. Conley and seconded by Mrs. O'Neil. The motion was approved in a roll call vote initiated by Mrs. Clubb; 7-0: Mrs. Berkeley, yes; Mrs. Breck, yes; Mrs. Clubb, yes; Mr. Conley, yes; Mrs. Grennan, yes; Mrs. O'Neil, yes; and Mr. Pleniewicz, yes.

Librarian Report:

Mrs. Porter discussed distributed written reports. Mrs. Porter explained the library will begin opening for computer access soon. Mrs. Porter is waiting for supplies and training staff before moving forward with opening for computer access. Mrs. Breck suggested having masks available for patrons who don't have one. Mrs. Porter said she has several boxes of masks.

Mrs. O'Neil offered to look up information regarding hand dryers vs paper towels during COVID-19.

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Mrs. Porter reported RAILS is starting delivery on June 26. They are asking for a 7-day quarantine of materials being returned.

Mrs. Porter explained how things would run when we open for computer access.

Mrs. Porter shared that Head of Youth Services, Julie Reckamp, was able to start the Storywalk today at the Forest Preserve, Nancy had 14 teens participate in a ceramic project on Zoom, and we are continuing to develop virtual adult programs.

Mrs. Porter reported that our Summer Reading Program has had about 200 patrons sign up on the Beanstack app.

Trustee Reports: None

Committee Reports:

- Finance: None
- Operations Committee: None
- Executive Committee: None
- Facilities Management: None
- Strategic Planning Committee: None

New Business

- Property Liability Insurance Proposals: Mrs. Porter went over each proposal received for property insurance evaluation. After some discussion, Mrs. Berkley made a motion to accept Coyle Kiley's bid for property insurance. Seconded by Mr. Pleniewicz. The motion was approved in a roll call vote initiated by Mrs. Clubb; 7-0. Mrs. Berkeley, yes; Mrs. Breck, yes; Mrs. Clubb, yes; Mr. Conley, yes; Mrs. Grennan, yes; Mrs. O'Neil, yes; and Mr. Pleniewicz, yes.
- Reopening Plan: Mrs. Porter went over this information earlier in the meeting.

Unfinished Business:

None

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Mr. Conley made a motion to adjourn the meeting at 5:30 p.m. The motion was seconded by Mrs. Berkley. Approved 7-0.

Respectfully Submitted,
Beth Murbach
Recording Secretary