

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

<https://us02web.zoom.us/j/88149716063?pwd=VWI1NDhtcHIKYTIyTzdMeHZIMXhydZ09>

**November 11, 2020**

**Call to Order:**

The meeting was called to order at 4:01 p.m. by Barbara Clubb. Board members present were Barbara Clubb, David Conley, Jill Grennan, and Susan O'Neil. Also attending was Emily Porter, Director and Beth Murbach, Recording Secretary.

**Absent Members:** Elaine Breck and Sean Hosseini

**Visitors:** None

**Approval of Minutes:**

Mr. Conley made a motion to approve the Minutes of the Regular Meeting of October 14, 2020 and the Budget Hearing meeting minutes of September 9, 2020. The motion was seconded and approved 4-0. The motion was approved by a roll call vote initiated by Mrs. Clubb; 4-0. Mrs. Clubb, yes; Mr. Conley, yes; Mrs. Grennan, yes; and Mrs. O'Neil, yes.

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

Mrs. Porter discussed distributed written reports. A motion to ratify the bills was made by Mrs. Grennan and seconded. The motion was approved in a roll call vote initiated by Mrs. Clubb; 4-0: Mrs. Clubb, yes; Mr. Conley, yes; Mrs. Grennan, yes; and Mrs. O'Neil, yes.

**Librarian's Report:**

Mrs. Porter discussed distributed written reports. Mrs. Porter shared that she is working on the local campaign to save the Byron Generation Station. Mrs. Porter reported she is going to go to curbside if Ogle County Health Department recommends non-essential businesses to close. Mrs. Porter shared the new library app, PrairieCat. Mrs. Porter explained that we are selling our used books back to Baker & Taylor who will pay us 15% commission on whatever sells. Mrs. Porter will send information to the Executive Committee about pros and cons about doing her review at this time. Mrs. Porter reported that the Facilities Committee meeting is being pushed back to January.

Mrs. Nancy McKay, Teen Librarian, joined the meeting during Mrs. Porter's report.

**Trustee Reports:**

- President – Emails from Mike Paul: Mrs. Clubb checked out the books Mr. Paul complained about. She felt Mr. Paul probably did not take the opportunity to read the books to better judge their content.

Approved December 9, 2020

## **Committee Reports:**

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

## **New Business**

- Mrs. O'Neil made a request for all material with political agendas and controversial content from the children's collection be removed. No second. Motion died.

Mrs. Berkeley joined at 4:45 pm.

- Holidays 2021: Mr. Conley made a motion to accept the Holidays 2021 pending the year dates being corrected. The motion was seconded. The motion was approved by a roll call vote initiated by Mrs. Clubb; 5-0: Mrs. Berkeley, yes; Mrs. Clubb, yes; Mr. Conley, yes; Mrs. Grennan, yes; and Mrs. O'Neil, yes.
- Emergency Succession Plan: Mrs. Porter reviewed the Emergency Succession Plan. Mrs. O'Neil made a motion to accept the Emergency Succession Plan. The motion was seconded. The motion was approved by a roll call vote initiated by Mrs. Clubb; 5-0: Mrs. Berkeley, yes; Mrs. Clubb, yes; Mr. Conley, yes; Mrs. Grennan, yes; and Mrs. O'Neil, yes.
- Bylaws Changes: Mrs. Porter reported that the bylaws changes will take 2 months before approval. The new bylaws changes address having someone dismissed from the board for poor behavior. It addresses statutes that need to be covered. Mrs. Porter shared that the new bylaws changes does a better job of explaining the expectations of board members. Mrs. Porter will be sending the current bylaws to board members for comparison. Mrs. Porter requested responses to the bylaws changes draft from board members.
- ADA Policy: Mr. Conley made a motion to accept the ADA Policy. The motion was seconded. The motion was approved by a roll call vote initiated by Mrs. Clubb; 5-0: Mrs. Berkeley, yes; Mrs. Clubb, yes; Mr. Conley, yes; Mrs. Grennan, yes; and Mrs. O'Neil, yes.
- Code of Ethics of ALA: Mrs. Grennan made a motion to accept the Code of Ethics of ALA. The motion was seconded. The motion was approved by a roll call vote initiated

by Mrs. Clubb; 5-0: Mrs. Berkeley, yes; Mrs. Clubb, yes; Mr. Conley, yes; Mrs. Grennan, yes; and Mrs. O'Neil, yes.

- Trustee Ethics: Mrs. Porter requested that board members come into the library to sign a Trustee Ethics statement at their convenience.
- Public Comment Policy: Mrs. O'Neil made a motion to accept the Public Comment Policy. The motion was seconded. The motion was approved by a roll call vote initiated by Mrs. Clubb; 5-0: Mrs. Berkeley, yes; Mrs. Clubb, yes; Mr. Conley, yes; Mrs. Grennan, yes; and Mrs. O'Neil, yes.
- Serving our Public Pt. 2: Mrs. Porter discussed the distributed report on Serving Our Public Pt 2: Chapters 4-9.

**Unfinished Business:** None

**Adjournment:** Mrs. Berkeley made a motion to adjourn the meeting at 5:26 pm. The motion was seconded. The motion was approved by a roll call vote initiated by Mrs. Clubb; 5-0: Mrs. Berkeley, yes; Mrs. Clubb, yes; Mr. Conley, yes; Mrs. Grennan, yes; and Mrs. O'Neil, yes.

Respectfully Submitted,  
Beth Murbach  
Recording Secretary

Approved December 9, 2020