

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

<https://us02web.zoom.us/j/89467021346?pwd=YVIFSm5lZWVBa0daUU12SmNCdnZ6QT09>

December 9, 2020

Call to Order:

The meeting was called to order at 5:34 p.m. by Barbara Clubb. Board members present were Lavonne Berkeley, Elaine Breck, Barbara Clubb, David Conley, Jill Grennan, Sean Hosseini and Susan O'Neil. Also attending was Emily Porter, Director and Beth Murbach, Recording Secretary.

Absent Members: None.

Visitors: Rachel Hansen introduced herself to the Board and shared her desire to serve on the Byron Public Library District Board of Trustees.

Approval of Minutes:

Mr. Conley made a motion to approve the minutes of the Regular Board Meeting of November 11, 2020 with changes, the minutes of the Executive Committee meeting on December 2, 2020 and the Executive Committee Closed meeting minutes of December 2, 2020. The motion was seconded and approved 7-0. The motion was approved by 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; Mr. Housseini, 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. Berkeley and seconded. 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; Mr. Housseini, yes; and Mrs. O'Neil, yes.

Librarian's Report:

Mrs. Porter discussed distributed written reports. Mrs. Porter shared that the Facilities Management Committee meeting will be in January.

Mrs. Porter explained about the Climate Jobs Illinois letter that she sent out. Mr. Conley voiced his concerns about supporting Climate Jobs Illinois. After more discussion and information, Mrs. Porter said that she would sign and return it.

Mrs. Porter thanked Mrs. Berkeley for her years of service to the Byron Public Library and wished her well as she moves on.

Approved January 13, 2021

Trustee Reports:

Committee Reports:

- Finance Committee: None
- Operations Committee: None
- Executive Committee: Report from Director's review – Mrs. Clubb reported that they appreciate all that Mrs. Porter has done to move the library forward. It was decided that Mrs. Porter should receive an increase in salary.
- Facilities Management Committee: None

Mr. Housseini had to leave the meeting. He exited at 6:18 p.m.

New Business

- **Bylaws Changes**: Mr. Conley made a motion to accept the changes to the Bylaws. The motion was seconded. The motion was approved by a roll call vote initiated by Mrs. Clubb; 6-0: Mrs. Berkeley, yes; Mrs. Breck, yes; Mrs. Clubb, yes; Mr. Conley, yes; Mrs. Grennan, yes; and Mrs. O'Neil, yes.
- **Meeting Room Policy Update**: Mrs. O'Neil made a motion to accept the updated Meeting Room Policy. The motion was seconded. The motion was approved by a roll call vote initiated by Mrs. Clubb; 6-0: Mrs. Berkeley, yes; Mrs. Breck, yes; Mrs. Clubb, yes; Mr. Conley, yes; Mrs. Grennan, yes; and Mrs. O'Neil, yes.
- **Covid Reopening Plan Update**: Mrs. Grennan made a motion to accept the Covid Reopening Plan Update. The motion was seconded. The motion was approved by a roll call vote initiated by Mrs. Clubb; 6-0: Mrs. Berkeley, yes; Mrs. Breck, yes; Mrs. Clubb, yes; Mr. Conley, yes; Mrs. Grennan, yes; and Mrs. O'Neil, yes.
- **Mask Policy**: Mrs. Breck made a motion to accept the Mask Policy with the change of wording in the second paragraph. The words and/or would be changed to just the word or. The motion was seconded. The motion was approved by a roll call vote initiated by Mrs. Clubb; 6-0: Mrs. Berkeley, yes; Mrs. Breck, yes; Mrs. Clubb, yes; Mr. Conley, yes; Mrs. Grennan, yes; and Mrs. O'Neil, yes.
- **Serving our Public Pt. 3**: Mrs. Porter discussed distributed report on Serving Our Public Pt 3 Chapters 10-13.
- **Switch to IDES Taxing Employer**: Mrs. Breck made a motion to switch to the IDES Taxing Employer. The motion was seconded. The motion was approved by a roll call

Approved January 13, 2021

vote initiated by Mrs. Clubb; 6-0: Mrs. Berkeley, yes; Mrs. Breck, yes; Mrs. Clubb, yes; Mr. Conley, yes; Mrs. Grennan, yes; and Mrs. O'Neil, yes.

- FOIA 2021 Policy: After a brief discussion, it was decided that this vote be tabled until next month.
- Director's raise: Executive Committee made a motion to accept the director's raise. The motion was seconded. The motion was approved by a roll call vote initiated by Mrs. Clubb; 6-0: Mrs. Berkeley, yes; Mrs. Breck, yes; Mrs. Clubb, yes; Mr. Conley, yes; Mrs. Grennan, yes; and Mrs. O'Neil, yes.
- 2021 Holiday Amendment: Mr. Conley made a motion to accept the 2021 Holiday amendment. The motion was seconded. The motion was approved by a roll call vote initiated by Mrs. Clubb; 6-0: Mrs. Berkeley, yes; Mrs. Breck, yes; Mrs. Clubb, yes; Mr. Conley, yes; Mrs. Grennan, yes; and Mrs. O'Neil, yes.

Unfinished Business: None

Adjournment: Mrs. Berkeley made a motion to adjourn the meeting at 6:41 pm. The motion was seconded. The motion was approved by a roll call vote initiated by Mrs. Clubb; 6-0: Mrs. Berkeley, yes; Mrs. Breck, yes; Mrs. Clubb, yes; Mr. Conley, yes; Mrs. Grennan, yes; and Mrs. O'Neil, yes.

Respectfully Submitted,
Beth Murbach
Recording Secretary

Approved January 13, 2021