

Odell Public Library Board of Trustees Meeting
Wednesday, March 10, 2021

The March 10, 2021 board meeting opened at 5:34 pm via Zoom. Board members present were Marc Adami, Anne Frame, Deborah Hauptman, Jan Horberg, Anne Mills, Melissa Nyboer, Chris Vanderleest, Becky West, and Jessica Wroble. Director Meridith Layne, staff member Lisa Boles, and Vern Tervelt, city councilman, also attended.

General Business: A) Minutes of the February 10, 2021 regular meeting and the February 18, 2021 and the February 24, 2021 Financial Committee minutes were filed. B) Bills in the amount of \$9422.02 were approved. Motion by Jan Horberg, second by Anne Frame. (roll call vote-Adami yes, Frame yes, Hauptman yes, Horberg yes, Mills yes, Nyboer yes, Vanderleest yes, West yes, Wroble yes) C) The treasurer's report was discussed and filed. D) The Director's report was discussed and filed.

Unfinished Business: A) Patron services under the Governor's modified order continue as is. Discussion concerning a limited opening date is ongoing and will be determined by COVID trending in the upcoming weeks. B) Director Layne gave an update on the USDA grant application for the new roof. It was recommended by the USDA representative that the grant application be completed by Barry Dykhuizen, city administrator. It is currently on his desk waiting completion. C) Chapters 12 and 13 of the Serving Our Public 4.0 Standards for Illinois Public Libraries were discussed as per the Per Capita Requirements. D) The new Board of Trustees Bylaws were approved (roll call vote-Adami yes, Frame yes, Hauptman yes, Horberg yes, Mills yes, Nyboer yes, Vanderleest yes, West yes, Wroble yes)

New Business: A) The Long-Range Goals were reviewed and discussed. B) There was discussion of the preliminary budget. C) There was a discussion of the FY21 donations and the need for a financial policy that would give the board and director direction as to where and how unrestricted donations will be used and /or deposited. The Policy Committee is working on a financial policy. D) Because of the library's unique situation in sharing a building with the city, Director Layne would like to consult an attorney who is knowledgeable in library law as the process for replacing the roof on the building proceeds. She would also like to get legal information with regard to the financial policy for the library currently being developed. Becky West moved to allow Director Layne to spend up to \$500.00 in attorney fees for questions concerning library financial issues and for issues concerning the replacement of the roof. Second by Melissa Nyboer. (roll call vote-Adami yes, Frame yes, Hauptman yes, Horberg yes, Mills yes, Nyboer yes, Vanderleest yes, West yes, Wroble yes)

Board Ideas/Concerns: none

Public Comment: Vern Tervelt announced an upcoming meeting for the downtown project.

Odell Public Library Friends' Report: none

Closed session-none

The next meeting will be Wednesday, April 14, 2021 at 5:30 via Zoom.

The meeting adjourned at 6:55, motion Melissa Nyboer, second by Becky West. (Roll call vote-Adami yes, Frame yes, Hauptman yes, Horberg yes, Mills yes, Nyboer yes, Vanderleest yes, West yes, Wroble yes)

Respectfully submitted: Melissa Nyboer, Secretary