

Pontiac Public Library
Board of Trustees Meeting Minutes

January 11, 2021

The Pontiac Public Library Board of Trustees met on January 11, 2021. President Connie Snyder called the meeting to order at 5:45pm.

The roll call was answered by Connie Snyder, Bruce Koerner, Nancy Milhauser, Lisa Martin and Kathy McLean. Also present was Library Director, Kristin Holzhauser.

Consent Agenda

Trustees reviewed the minutes and paid bills from May. Nancy Milhauser moved to accept the minutes and bills as presented. Bruce Koerner seconded. All present voted in favor, motion carried.

Correspondence

Board members received brochure highlighting Heartland's 2020 achievements.

Director's Report

The Library received a \$5000 donation from the Michael Edwin Harms Charitable Fund for 20-21 fiscal year. The donation will go toward the summer reading program and expenses incurred due to the pandemic.

Holiday Elf Bags (60) and Farwell 2020 Celebration Bags (115) were very popular with patrons. Similar bags for Valentine's Day will be made available in February.

Half of the Back to Books grant has been used providing approximately 200 new items to the Children's and Young Adult sections. The new items and the award of the grant will be heavily promoted in the building ahead of the Summer Reading Program.

In an effort to create more space for the new young adult collection, the DVD sleeves to browse will be displayed in troughs similar to current CD, Audio Book and New Book displays.

The Per Capita Grant and Equalization Aid Grant applications and the IL State Certification documents for 2021 have all been submitted. The IL Public Library Annual Report (IPLAR) is due at the end of May. Covid-19 reporting is required this year.

The State has announced changes to the non-resident library card program. The change requires libraries to provide library cards at no charge to non-residents at or below poverty level and those who are disabled veterans. These changes will affect our intergovernmental agreement for the next fiscal year. Details are coming in February.

The library was closed for 4 days in January due to confirmed positive Covid test for a staff member. The Livingston County Health Department was notified and health recommendations were followed.

Shortly before the January Board of Directors meeting, the elevator stopped working. Tissen Krup was notified immediately. They determined the repair could cost between \$40,000 - \$60,000. The repair is necessary to keep the library and Heartland ADA compliant

Committee Updates

Finance – Nothing to report.

Building and Grounds – Board members discussed parking lot repair. The committee submitted two proposals. The Humiston Trust will be approached for funding for parking lot and elevator repairs.

Management – Nothing to report.

Old Business

The Director reported that the Live & Learn Grant cannot be used for parking lot repair.

The Library Bylaws review was tabled for discussion at February Board Meeting.

New Business

Board members toured Heartland Community College and MCCA to see recent remodel.

Trustee Closing Comments

Nothing to report.

Bruce Koerner moved to adjourn the meeting at 6:55pm. Nancy Milhauser seconded. All voted in favor, motion carried.

Respectfully submitted,

Connie Snyder, President

Eric Hoover, Secretary (Kathy McLean substitute)