

Pontiac Public Library  
Board of Trustees Emergency Meeting Minutes  
March 16, 2020

The Pontiac Public Library Board of Trustees met on March 16, 2020. President Connie Snyder called the meeting to order at 5:30pm.

The roll was answered by Connie Snyder, Nancy Milhauser, Penny Dye, Curt Myers, and Kathy McLean. Lisa Martin answered present remotely by phone, Eric Hoover arrived after roll was called. Also present was library director Kristin Holzhauser.

New Business:

President Connie Snyder called an emergency meeting of the Board of Trustees to discuss a recommendation by the Illinois Department of Health that public libraries close due to the Coronavirus Pandemic.

Director Kristen Holzhauser presented several reasons the library should be closed, the most important being:

- recommended social distancing cannot be maintained in library building
- contracted cleaning service cannot provide recommended surface sanitizing routine
- 4 out of 10 staff members are 60 years or older
- 90% of libraries in the state of Illinois are closed due to the Coronavirus Pandemic
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The director and staff will do its best to offer services to the public as much as possible via online avenues.

Penny Dye made a motion that the library close its doors to the public until further notice. The director has the authority to adjust staff schedules as needed and staff will continue to work limited hours until the director determines it is no longer feasible. Regardless of hours worked, the staff will continue to be paid as normal. Eric Hoover seconded the motion. yeas – 6 nays- 1. Motion carried.

There was no other business to discuss. Nancy Milhauser moved to adjourn the meeting. Penny Dye seconded the motion. All in favor, motion carried.

Respectfully submitted,

Connie Snyder, President  
Kathy McLean, substitute Secretary