**Paris Public Library**

**Board of Trustees**

**September 14, 2020**

The regularly scheduled meeting of the Board of Trustees was called to order at 4:30 p.m. by President George Griffin. In attendance but socially distant were, Karen Earlywine, Evie Gill, Richard Gross, Cherie Lehman (via Zoom), Roxanne Michels, Susan Punzelt, Bruce Young and Librarian Teresa Pennington. Absent was Janine Brann.

**Minutes of Previous Meeting:** MOTION: Michels, second by Earlywine to approve minutes from July 13, 2020 meeting. Motion carried.

**Correspondence, communications, and public comments:** None

**Committee Reports:**

**\*Finance:** At this time, income was slow, but expenditures were not. Library was experiencing normal expenditures and catching up on missed expenditures due to the pandemic. All but 18 items have been returned. The library is not charging late fees. MOTION: Young, second by Punzelt to accept finance report. Motion carried.

**\*Book:** None

**\*House:** Elevator passed inspection July 24. The Aug. 6 power outage caused loss of elevator programming: reinstalled and relearned. Back stacks AC leak and boiler repairs have not been rescheduled. Dropbox locks have been replaced. Leaks between old and new sections were repaired under warranty. August 14th damage to the building/Gibson Room has been submitted to insurance adjuster. Libraries deductible is $5000.

**Librarian’s Report**: Librarian Pennington reported that patron usage is improving. The public would like the library open for more hours and the use of meeting rooms. The board decided not to increase hours or use meeting rooms due to the rise in Covid-19 cases in Edgar County. This is for the safety of the staff as well as the patrons. Masks are required to enter the library. Librarian Pennington has applied for a PPE reimbursement grant of up to $500 through the State Library and a Back to Books grant. She also applied for and received an ALA/Women’s Suffrage Centennial Commission. This included 3 sets of 3 books. One set was given to Chrisman Library

MOTION: Gill, second by Gross to approve statistics/librarians report. Motion carried.

\***Friends:** Book sale is canceled. Library will contact Sustainable Shelves for books to be purchased or recycled.

**Old Business: LED** sign was discussed. Amount raised was $15,002.30. MOTION: Young, second by Earlywine to move forward with the sign and the library will pay remaining cost. Motion carried. President Griffin will contact Larkfield Glass concerning the entrance light.

**New Business:** The Board of Trustees reviewed Chapters 1-3 and Core Standards of the Illinois Standards for Public Libraries. Elevator upgrade was discussed, and several possibilities are being investigated.

**Miscellaneous:**  Note change of meeting in October.

Meeting adjourned at 5:25 p.m. Next scheduled meeting is Monday, October 19th, 2020.

Respectfully submitted,

Evie Gill, Secy.