**Paris Public Library**

**Board of Trustees**

**October 19, 2020**

The regularly scheduled meeting of the Board of Trustees was called to order at 4:35 p.m. by President George Griffin. In attendance but socially distant were Janine Brann (remote), Evie Gill, Richard Gross, Cherie Lehman (remote), Bruce Young and Librarian Teresa Pennington. Absent was Karen Earlywine, Roxanne Michels and Susan Punzelt.

**Minutes of Previous Meeting:** MOTION: Young, second by Gross to approve minutes from September 14, 2020 meeting. Motion carried.

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

**Committee Reports:**

**\*Finance:** The Library received the Per Capita Grant in October. All expenses are normal. MOTION: Gross, second by Gill to accept finance report. Motion carried.

**\*Book:** None

**\*House:** Repair work has begun on the building/Gibson Room. The outside repairs will resume upon receipt of matching bricks. Lighting and carpet will be installed soon. One emergency light has been ordered to replace the main floor light.

**Librarian’s Report**: Librarian Pennington reported that patron usage/circulation is improving. Masks are still required to enter the library. Librarian Pennington has applied for a Back to Books grant and also gave a Future Leader Program. Halloween will feature a drive thru offering craft items and books.

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

\***Friends:** Christmas at the Library has been canceled.

**Old Business: LED** sign has been ordered and hopefully construction will begin in about 6 weeks. President Griffin contacted Larkfield Glass concerning the entrance light. The light is still a work in progress. MOTION: Gill, second by Lehman that the Library remain open on Election Day. Motion carried.

**New Business:** The Board of Trustees reviewed Chapters 4, 6-8 of the Illinois Standards for Public Libraries. Acquiring an automated external defibrillator and designating a tornado shelter were discussed.

**Miscellaneous:**  The quarantine timeline for books has been extended to 7days before they can be shelved and checked out. The library is not taking used books at this time.

Meeting adjourned at 5:06 p.m. Next scheduled meeting is Monday, November 9th, 2020.

Respectfully submitted,

Evie Gill, Secy.