

Columbia Public Library  
Board of Trustees Meeting

April 13, 2021

The April Meeting of the Columbia Public Library was called to order by President Dan Bruton at 7:04. Those in attendance included Shane Watson, Rodney Schreckenberg, Diane Stechmesser, Annette Bland, and Kathleen Habermehl.

1. **Approval of minutes** Shane Watson made motion to approve minutes. Kathleen Habermehl seconded. Motion passed.
2. **Public Comment** No requests were made to address the Board.
3. **Treasurer's Report** Real Estate taxes are coming in. Per Capita Grant money of \$13,585 has been deposited. Expenses are under amount budgeted. Diane Stechmesser made motion to approve the report. Shane Watson seconded. Motion passed.
4. **Approval of Current Bills** Rodney Schreckenberg made motion to approve payment of current bills. Diane Stechmesser seconded. Motion passed.
5. **New Business**

Building Maintenance Board reviewed status of HVAC maintenance contract, roof repair, façade repair, and water cooler.

Cell Phone Reimbursement Policy The policy was reviewed. Staff will be reimbursed up to \$50.00 per month for use of personal phone for work purposes. Kathleen Habermehl made motion to approve policy. Diane Stechmesser seconded. Motion passed.

Basement Use Procedure The Board discussed policy including limit of 25 people at one time and the wearing of face masks. Shane Watson made motion to approve policy. Diane Stechmesser seconded. Motion passed.

Summer Program Procedures This will be discussed at May meeting.

Illinois Heartland Library System The IHLS has ended its policy of quarantining physical items in light of new CDC guidelines. The Columbia Library will follow this decision and no longer quarantine returned items.

Newspaper Use Decision was made to make newspapers available to public again. Hand sanitizer will be made available.

Budget FY22 Board reviewed proposed budget for FY22.

Trustee Reappointments Board members Habermehl, Stechmesser and Watson terms expire at the end of April. All agreed to another term.

Hours of Operation The current hours of operation will remain the same at this time. Hours will be reviewed at June meeting.

Non-resident Fee for FY22 A fee of \$91.25 was proposed. Shane Watson made motion to approve. Diane Stechmesser seconded. Motion passed.

Dr. Suess Books Due to increased value of six Suess' books, they will only be available to view in house.

Continuing Education Meetings attended included Columbia Chamber of Commerce, Rotary, and IHLS.

Stolen Vehicle Columbia Police used footage from Library security camera for a theft that occurred April 6<sup>th</sup>.

Instagram Delia Owens, author of the book *Where the Crawdads Sing* commented on our social media account..."LOL Love it".

Bake Sale 11-year-old patron would like to have bake sale to benefit the library. This will be discussed at Friends of the Library meeting.

Stats March circulation 6711, New Items 365

6. **Adjournment** Diane Stechmesser made motion to adjourn. Kathleen Habermehl seconded. Meeting adjourned at 7:45. Next meeting is May 11, 2021.

Diane Stechmesser

Secretary