

Regular Meeting of

The Sanborn-Pekin Free Library Association

Date: November 11, 2020

Called to Order: 6:00 pm

Members Present: Linda Deeks, Mike Fland, Janet Schurr, Ann Rensel, Renée Roess and Judy Kirkpatrick. Denise Fland, Absent and excused.

Treasurer's Report: Judy-see attached report. Letters delivered. Must check when the CD's are coming due.

Passed on a motion by Janet, 2nd by Mike.

Librarian's Report: (see attached report)

- Must be careful with purchases because of reductions

- Money approved for the siding

- We're doing well.

- Virtual meeting still on

- FB posts strong

- 12 new families, 7800 min read

- keeping numbers up

Motion to accept Librarian's Report , 1st by Judy, 2nd by Renée. Motion passed.

Old Business:

- NIOGA - Free Direct Access Plan(on hold)

- Minimum Library Standards

- Website development/maintenance

- Painting circulation desk area (on hold)

- Parking in front of library...no longer a problem

- Need to schedule an evening to audit the finances after the new year

- Update on pandemic response-hours

New Business:

- Plans if another shut-down or service reduction is necessary-roll back if needed

-Need for additional staff person, just 2 people absorbing so many hours leaves the library at risk, A third person should be hired. Linda know a couple trained people if needed. (illness/cleaning)
-buy a WIFI sign

Policies

- Open Meeting Policy
- Disaster Plan: Epidemic/Pandemic Plan - Evolving
- By-Laws
- Computer and Internet Use Policy
- Collection Development Policy
- Disaster Plan-emergency -box-bin

Reviewed and accepted.

Next Meeting

- Circulation Policy
- Employee Handbook
- Financial Policy

Next Meeting: Wednesday, February 17th, 2021

Adjourned: 7:20 pm

Respectfully submitted.... Renée Roess, Secretary