

**STINSON MEMORIAL PUBLIC LIBRARY  
BOARD OF TRUSTEES MEETING**

**Date: July 25, 2022**

**Time: 5:00 PM**

**Location: Stinson Memorial Library Auditorium**

The meeting was called to order at 5:30 p.m. by Don Burnett.

Members Present: John Hughey, Misty Yates, Dee Blakely, Jan Hunter, Shirley Harris by phone and Don Burnett. Also present: Sarah Watkins, Library Director by phone.

**RECOGNITION OF VISITORS:** none

**MOTION MADE BY HUNTER SECONDED BY BLAKELY** to approve the June, 27, 2022 minutes. **Motion carried.**

**MOTION MADE BY HUGHEY, SECONDED BY HUNTER** to approve the June 2022 Treasurer's Report. **Motion carried.**

**MOTION MADE BY YATES, SECONDED BY HARRIS** to pay the June 2022 bills. **Motion carried.**

The following items from the agenda were presented:

1. **MOTION MADE BY HUNTER SECONDED BY BLAKELY** to adopt Building and Maintenance Ordinance 22-02. **Motion carried.**
2. **MOTION MADE BY HARRIS SECONDED BY HUGHEY** to adopt updated Internet Policy, Display Policy, Telescope Circulation Policy and Procedures, and time off form of July 25, 2022. **Motion carried.**
3. Review of Library Masking Policy and Procedures were discussed. Sarah presented public comments about the use of masks throughout the summer reading program, both positive and negative feedback was received.
4. Review of HVAC Bids for Auditorium Air Condition Unit. **MOTION MADE BY HUGHEY NO SECOND** to accept bid from Dave's Heating and Cooling. **Tabled.**
5. A list of library items was presented for review to sell in the Friend's Auction. **Tabled.**

6. Library Directors Report – Sarah presented circulation numbers and reported on staff training, summer reading, Lawyer in the Library, and the resignation of Brittany Adams as a Circulation Clerk. The library was awarded \$22,000 for the Project Next Generation Grant and \$19,000 from the Per-Capita Grant both through the Illinois State Library.
7. Friends of the Library Report – The Friends held their annual meeting in July. During the meeting elections were held and the officers were reelected. The Friend's currently have \$4678.85 and have committed \$2500 towards the Illinois Landmark grant, if the library is awarded it. The group is going to purchase a memorial bench for Lisa Livesay and is compiling an annual newsletter.
8. Closed Session: For the purpose of personnel employment, compensation, discipline, performance, resignation, dismissal, and/or pending or potential litigation.  
**No**
9. Communication between the Board and Library Director – Don discussed a notice he received from the City of Anna about annexation of property.
10. **MOTION MADE BY HUNTER, SECONDED BY HARRIS** to adjourn at 6:47 p.m.  
**Motion carried**

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Don Burnett, President

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Misty Yates, Secretary