

Havana Public Library District
Board of Trustees Board Meeting
Agenda
Thursday, April 8, 2021

Call to Order - President Mark McGrew called the meeting to order at 4:58.

Roll Call - Those present were (public - Amanda), Brian, Jan, Cathy, Mary, Mary Ellen, Lib. Vanessa.

President's Report - none

Secretary's Report: approval of minutes as received or corrected -

a. Minutes from regular meeting, March 11, 2021 – It was noted that “HIPPA” was spelled wrong. Mary made a motion to accept the minutes with the correction, it was seconded by Mary Ellen and passed.

Correspondence, communications, and public comment - none

Treasurer's Report – Marty informed the board that she received notification from IMRF that our rate has dropped so we are back to the rate we were paying before.

a. Monthly budget report and review of bills payable March 2021 – Cathy motioned to accept the treasurers report and to pay the bills, Brian seconded and the motion passed.

Librarian's (Vanessa Hall-Bennett) report – nothing added to the report.

Unfinished Business - none

New Business:

a. Library Closing Schedule/Holidays – As we have changed the days we are open an updated schedule is necessary. Mary Ellen motioned to approve the new schedule, Brian seconded and the motion passed.

b. Upcoming Board Secretary Vacancy – It was noted that the April meeting would be Brian's last and a new secretary would be needed.

c. Statement of Economic Interest Deadline – board members were reminded to turn in their statements.

d. Library Materials & Fees Policy – Mary Ellen motioned to approve, Cathy seconded and the motion passed.

e. FOIA policy and form – Mary Ellen motioned to approve, Brian seconded and the motion passed.

f. OMA policy – Mary motioned to approve, Mary Ellen seconded and the motion passed.

g. At-will Employment Policy – Brian motioned to approve, Mary Ellen seconded and the motion passed.

h. Sexual Harassment, Abuse, & Molestation Policy and Training – The policy will not be approved again, but Vanessa reminded the board that everyone must do the training yearly.

Public Comment - none

Adjournment – Cathy motioned to adjourn, Mary Ellen seconded the motion passed.