

Meeting Minutes

February 11, ~~2019~~ 2020

Hudson Area Public Library District

Board of Trustees Meeting

104 W. Pearl St.

Hudson, IL

The meeting was called to order at 6:30 p.m. by Vice President Davis. Trustees present included Beth Kreps, Gwyn Whitacre, Lynne Norris, and Dianne Feasley. Library Director Jenny Losey was also present. The minutes of the January meeting were reviewed and approved as presented; moved by Feasley, seconded by Whitacre.

Library Director's Report

Director Losey reported that Staff Day was very productive. Rhonda's office has been relocated to the staff closet and her old office is now a workroom. The result is a convenient space for processing books and other tasks located behind the circulation desk. She has been in contact with Shannon Stewart regarding our Quick Books issues. Shannon has been very helpful. Her goal is to assist with the issues we are currently having and to make us self-reliant going forward. Todd has identified one payroll issue and Jenny has now identified the correct report to enable us to balance Quick Books with the annual treasurer's report. It is likely that we can make adjustments in our current configuration and avoid creating an entirely new company. Jenny mentioned upcoming programming including Pysanky eggs as well as a carving workshop by Randy Moss.

Secretary's Report

No items

Treasurer's Report

Feasley presented the monthly expenses report. Motion to accept was made by Kreps and seconded by Whitacre. Feasley presented the budget report for review, no concerns were noted.

President's Report

No items

Old Business

No items

New Business

The board reviewed the Personnel Policy which led to a discussion about increased vacation time for full time staff with longevity. Jenny will research paid time off policies at other local libraries and put this on

the agenda for the March meeting. The circulation rules and proposed changes were discussed. This proposal outlined the steps to becoming a fine free library. It was decided that the fine free policy will be implemented on the Tuesday after Memorial Day. A review of the impact of the change in policy will be included at the August board meeting. New DVDs will no longer require a fee beginning in June. This will begin a trial period through the months of June, July and August. Recent DVDs will be considered new for six months. Patrons will be allowed to renew these DVDs once as long as there are no holds on the item. A motion to accept the revised circulation rules was made by Feasley and seconded by Norris.

Meeting adjourned at 7:40 p.m. and was followed by a walk around of the interior of the building to make a list of improvements.

Respectfully submitted,

Dianne Feasley

as corrected 3/10/20