

**Meeting Minutes**  
**June 9, 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 President Ronda Hess. Trustees present included Lynne Norris, Gwyn Whitacre, Beth Kreps, Diane Feasley, Ronda Hess and Nancy Rinda. Library Director Jenny Losey was also present. The minutes of the May meeting were approved as read. Motion to accept by Whitacre, second by Feasley.

**Library Director Report**

Director Losey reported staff was working hard to move things away from the walls for the painters to begin the week of June 15. ILDS will begin special shipments of requested books and begin regular requests the following week. The concrete handicap parking spot is complete except for the striping. There is a July 1<sup>st</sup> target to reopen the library for patrons, with restrictions. Incoming materials will be quarantined for 7 days. The new phones have been installed and are working well. Because of mailing issues with the copier lease Losey has researched the cost of purchasing a copier and ending the current lease agreement. The library will purchase its own copier at the point it becomes most cost effective. Losey attended a webinar on creating new reports for statistical data. Good reports with comparative 2020 data was provided for trustee review. Summer reading sign-up is up significantly this year and Losey is proud of staff for all the hard work and creative ideas under the current circumstances.

**Legal Secretary Report**

Kreps presented Ordinance 2020-2021-01, Yearly Meeting Schedule. Motion by Whitacre to adopt Ordinance 2020-2021-01, second by Norris. Motion approved.

Kreps reported there have been no closed sessions in the past 6 months and no audit would be necessary.

Motion by Feasley to adopt UCB Bank as the bank facility and Phillip Lenzini as legal counsel, second by Whitacre. Motion approved.

**Treasurer**

Feasley presented the Monthly Expense Report. Motion to approve by Kreps, second by Norris. Feasley presented the May financial statement.

Losey presented final changes to the FY 20-21 Budget. Motion by Whitacre to approve the FY20-21 Budget, second by Norris. Motion approved.

## President Report

Hess reported HAPLD received the Illinois Per Capita Grant letter of approval.

## Old Business

No business

## New Business

Losey requested authorization to spend \$2500.00 to purchase Summer Reading Program prizes from Radar Farms. Motion by Whitacre to approve spending authorization, second by Norris. Motion approved.

Review of proposals to repair, reseal and restripe parking lot. Motion by Feasley to accept \$5,200.00 proposal from McLean County Asphalt, second by Whitacre. Motion approved.

Hess volunteered to be the Illinois Open Meetings Act Training Designee.

Internet Use Policy - Kreps motioned to adopt the revised policy, second by Feasley. Policy adopted.

Code of Conduct Policy – Motion by Norris to readopt the existing policy, ~~second~~ by Whitacre. Policy adopted. *second*

Hearing for Budget & Appropriation Ordinance #2020-2021-02 will be August 11, 2020 at 6:15 pm.

Next meeting July 14 at 6:30 pm.

Meeting adjourned at 7:17 p.m.

Respectfully submitted,

Nancy Rinda  
Recording Secretary

*Minutes approved as corrected*

*Nancy Rinda*

*July 14, 2020*