

MEETING MINUTES

December 8, 2020

Hudson Area Public Library District
Board of Trustees Meeting
104 W. Pearl St.
Hudson, IL 61748

The meeting was called to order at 6:30 by President Hess. Other board members present were Gwyn Whitacre, Brian Davis, Diane Feasley, Kristy Campbell & Nancy Rinda. Library Director Jenny Losey was also present. The minutes of the November meeting were reviewed and approved as written.

Library Director's Report

Due to increased COVID-19 cases in McLean County foot traffic has reduced significantly, however circulation numbers have slowed only a little. The new shed was ordered from Countryside Barns and will be delivered in spring once the site prep is completed. Losey will have gravel delivered for the Boy Scouts. A modified version of the Gingerbread Houses program will be the final special programming held in person for families and adults. Passive programs will continue in December as well as regular monthly programs. Linda Bachman has been hired as the Library Assistant III-Hudson History Room Manager. Kathy Goldsberry's hours have been raised to 24 per week. Our IT manager reported an attempted hack of the photocopier email address, so protocols have been changed to make the email more secure. HAPLD received notice from the Illinois Department of Employment Security that an unemployment claim was made by Jenny Losey. The state has responded with a determination that the claim is fraudulent and no action against the District will occur. There will be a display of Margaret Wolf's Christmas cards December 12-19th.

Treasurer's Report

Feasley presented the Monthly Expense Report. Motion to approve by Davis, second by Whitacre. Feasley presented the November Financial and Fund Balance reports for review. Feasley reported that she requested an extension for the annual Comptroller's Report to allow time to make adjustments to the report before the final submission to the State.

Legal Secretary's Report

No Report

President's Report

Hess completed Losey's annual employee review and requested 3 goals for 2021. Losey will present her goals at the January meeting.

Old Business

None

New Business

Review of closed meeting minutes – No closed meetings have been held for the past 6 months.

Review of Per Capita Grant – HAPLD meets standards in almost all areas. Several minor areas of improvement will be targeted during the next year.

Bulletin Board Policy – Motion by Feasley to accept the policy as revised, second by Whitacre. Motion accepted.

Request for Saturday closure in January for Annual Staff Training Day – Losey requested to close for staff training and to provide lunch for staff. Motion by Whitacre to approve, second by Campbell. Motion approved.

Trustee Election Ballot packets are available at the front desk. The first day to submit to the county is December 14th.

Next meeting January 12, 2021, at 6:30 pm.

Meeting adjourned at 6:46 pm.

Respectfully submitted,



Nancy Rinda

Approved as written
January 12, 2021