

AYES: ALL

NAYS: NONE

ABSENT: Olson

ABSTAIN: Miller

MOTION CARRIED

VI. PUBLIC COMMENT

None.

VII. FRIENDS OF THE LIBRARY

Joan Hansen of The Friends of the Library reported that the Friends have resumed their regular monthly meetings, but remotely. The topic of resuming the annual Plant Sale in some fashion for 2021 was discussed. The general consensus is that the goal is to have the annual Plant Sale, tentatively on the weekend of May 8th, 2021. Plans will be developed regarding how to hold the Plant Sale safely, with social distancing and options like curb-side delivery.

VIII. TREASURER'S REPORT

Expenditures for January were again in line with the Library's long term budget goals. Treasurer Butler indicated that the Library has made significant progress this calendar year towards our long term fiscal stability and thanked Director Hoffman and Library Staff for their sustained diligence. Treasurer Butler advised the Board there was \$654,863.99 cash on hand on January 31, 2021. Treasurer Butler **moved to approve the Treasurer's Report for January 2021, and to enter the trial balance ending January 31, 2021, into the public record.** Trustee Albano seconded the motion.

AYES: ALL

NAYS: NONE

ABSENT: Olson

ABSTAIN: NONE

MOTION CARRIED

IX. LIBRARY DIRECTOR'S REPORT

The Library Director's report was reviewed, including the following topics:

- The Library received a January tax distribution of \$1909.66 and partial Coronavirus Relief Fund grant in the amount of \$10,570.58.
- Per Capita grant work has been initiated.
- Strategic Planning survey for staff was developed.

- The Library has re-opened to patrons for limited services but curbside service is still offered. Foot traffic is still down, but patrons seem happy to be back in the building.
- Conversion to permanent fine-free status is ongoing. "Fine free and easier to find" will be communicated to our community and patrons.
- Monthly meetings with the custodial team have been started.
- The Library was recognized by the Census Bureau for being a good partner, helping our region achieve higher than average participation in the 2020 census.
- Early voting in February and April is scheduled and will be conducted like the November election, following the same safety precautions.

X. LIBRARY STAFF REPORTS

Tim Fitzpatrick observed that social media activity dropped off significantly across the board on January 7, 2021.

XI. PER CAPITA GRANT DISCUSSION

For this year's Per Capita Grant review, the Library Trustees are to review *Serving Our Public 4.0 – Standards for Illinois Public Libraries*.

All Library Trustees are asked to review the publication, with particular attention to be paid to the checklists, and provide any comments to Director Hoffman by the end of the month.

As discussed in last year's Per Capita Grant review, the consensus is that the Board needs a more formalized Trustee training program for onboarding new members.

XII. COMMITTEE REPORTS

1. Personnel – None.
2. Policy – Parental Leave Policy still needs to be drafted.
3. Finance – None.
4. Building and Grounds – None.

XIII. EXECUTIVE SESSION TO DISCUSS PERSONNEL AND LITIGATION

At 8:17 p.m. Treasurer Butler moved to **go into Executive Session to discuss items relating to personnel and litigation and to reconvene to take no action.** Trustee Albano seconded the motion.

ROLL CALL VOTE:

AYES:	Albano	Burroughs
	Butler	Casburn
	Gagne	Miller

NAYS: NONE

ABSENT: Olson

ABSTAIN: NONE

MOTION CARRIED

At 8:33 p.m. Treasurer Butler moved to **reconvene to the Regular meeting to take no action.** Secretary Gagne seconded the motion.

XIV. OLD BUSINESS

None

XV. NEW BUSINESS

A meeting to develop a new Strategic Plan will take place on March 15, 2021, at 7:15 p.m. Public meeting notice to be posted.

XVI. ADJOURN

Trustee Casburn **moved to adjourn the meeting.** Trustee Albano seconded the motion.

AYES: ALL

NAYS: NONE

ABSENT: Olson

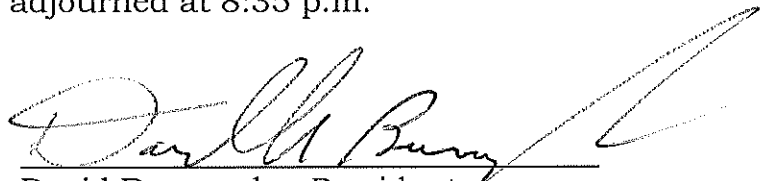
ABSTAIN: NONE

MOTION CARRIED

The Regular Meeting of the Board of Trustees of the Town and Country Public Library District was adjourned at 8:35 p.m.



Kelly Gagne, Secretary



David Burroughs, President