**Paris Public Library**

**Board of Trustees**

**July 13, 2020**

President George Griffin announced that since an in-person meeting is not practical at this time due to the Covid-19 restrictions, this meeting will be held remotely as a virtual meeting using Zoom. Noting that there was a quorum present, the meeting was called to order at 4:30.

Roll call attendance: Brann, Earlywine, Gill, Griffin, Gross, Lehman, Michels, Punzelt, Pennington – present. Young – absent.

**Minutes of Previous Meeting:** MOTION: Gross, second by Punzelt to approve minutes from June 8, 2020 meeting. 8 ayes – Brann, Earlywine, Gill, Griffin, Gross, Lehman, Michels, Punzelt; 0 nays; 1 absent. Motion carried.

**Correspondence, communications, and public comments:** None

**Committee Reports:**

**\*Finance:** At this time, there is more outgo than income; salary increases July 1; insurance increase. Annual report was reviewed.

**\*Book:** None

**\*House:** Downspout was clogged (repaired) and 2 tables need repair.

MOTION: Michels, second by Punzelt to approve committee reports. 8 ayes – Brann, Earlywine, Gill, Griffin, Gross, Lehman, Michels, Punzelt; 0 nays; 1 absent. Motion carried.

**Librarian’s Report**: The curbside service has been brisk. Librarian Pennington reported that the Annual Report for the state was submitted. She also has been working on the DoIT consortium application. Shakespeare in the Park has been postponed until 2021. Illinois Heartland Library system began allowing holds on July 1 and delivery between libraries began on July 6. Of the 1200 items that had been checked out prior to closing in March, all but about 150 have been returned. The library is not charging overdue fees. Two plexiglass screens have been installed and some tables and chairs have been removed for social distancing.

MOTION: Gill, second by Lehman to approve statistics/librarians report. 8 ayes – Brann, Earlywine, Gill, Griffin, Gross, Lehman, Michels, Punzelt; 0 nays; 1 absent. Motion carried.

\***Friends:** No July meeting.

**Old Business:** E-rate application has been submitted to DoIT consortium.

**New Business:** The library will close for Election Day 2020 in accordance with government regulations. The board discussed when to move to phase 5 in the reopening plan, including a revised conduct policy. MOTION: Gross, second by Earlywine to wait until August 1 to consider reopening for the safety of the staff and patrons. 8 ayes – Brann, Earlywine, Gill, Griffin, Gross, Lehman, Michels, Punzelt; 0 nays; 1 absent. Motion carried.

**Miscellaneous:**  No meeting in August.

Meeting adjourned at 5:10 p.m. Next scheduled meeting is Monday, September 14th, 2020.

Respectfully submitted,

Evie Gill, Secy.