**Paris Public Library**

**Board of Trustees**

**November 9, 2020**

The regularly scheduled meeting of the Board of Trustees was called to order at 4:32 p.m. by President George Griffin. In attendance but socially distant were Karen Earlywine, Evie Gill, Richard Gross, Cherie Lehman (remote), Roxanne Michels (remote), Susan Punzelt and Librarian Teresa Pennington. Absent was Janine Brann and Bruce Young

**Minutes of Previous Meeting:** MOTION: Earlywine, second by Gross to approve minutes from October 19, 2020 meeting. Motion carried.

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

**Committee Reports:**

**\*Finance:** At the end of November, the Library is 6 months into the fiscal year. All expenses are normal. MOTION: Gill, second by Punzelt to accept finance report. Motion carried.

**\*Book:** None

**\*House:** Work is now complete on the outside back wall and inside the Gibson Room. Exterior brick was replaced, interior wall and ceiling repaired and painted, carpet and baseboard heaters installed. November 4, furniture moved back, and art re-hung. Down payment (50%) has been made on the LED sign. Weather permitting, work will begin soon. The glass doors near the restrooms are not closing properly.

**Librarian’s Report**: Librarian Pennington reported that patron usage/circulation is improving. Masks are still required to enter the library. Books are now quarantined for 5 days rather than 7. Ancestry is offering at-home access for patrons. Digital magazine usage doubled this month. The library had 43 children visit for “Funoween”. Two used DVD (not Blu-ray) cleaning machines and supplies were purchased.

MOTION: Punzelt, second by Earlywine to approve statistics/librarians report. Motion carried.

\***Friends:** Christmas at the Library has been canceled.

**Old Business:** The Per capita grant filing deadline has been extended until March. The Library continues to monitor Covid-19 conditions and is prepared to move to curbside if necessary, to protect patrons and staff. Masks are needed to enter the library.

**New Business:** The Board of Trustees reviewed Chapter 4, 9-11 of the Illinois Standards for Public Libraries. Librarian Pennington will use a memorial gift to purchase books for children at Christmas.

**Miscellaneous:**  The library is not taking used books at this time.

Meeting adjourned at 5:00 p.m. Next scheduled meeting is Monday, December 14th, 2020.

Respectfully submitted,

Evie Gill, Secy.