**Paris Public Library**

**Board of Trustees**

**October 21, 2019**

The regularly scheduled meeting of the Board of Trustees was called to order at 4:30 p.m. by Vice President Roxanne Michels. In attendance were Cherie Lehman, Evie Gill, Richard Gross, Susan Punzelt, and Librarian Teresa Pennington. Absent was Trustees George Griffin, Karen Earlywine, Bruce Young and Janine Brann.

**Minutes of Previous Meeting:** MOTION: Gross, second by Punzelt to approve amended minutes from September 9, 2019. Motion carried.

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

**Committee Reports:**

**\*Finance:** MOTION: Lehman, second by Gill to accept finance report. Motion carried.

**\*Book:** MOTION: Michels, second by Gross to purchase 14 non-fiction books using the Lucy Bishop Fund. Motion carried.

**\*House:** The boiler will be repaired in the spring. A new sign was placed on the outdoor utilities cage. Midwest Restoration came to look at the cracked stone on front steps. The carpets will be cleaned October 26.

**Librarian’s Report**: Usage was slightly down in September due to school starting and activities. Internet was out for 3 days. The ECCF grant application was turned in on September 9. A Stuffed Animal Sleepover was held on September 19. The stuffed animals had a great time and shared their adventures on Facebook. Senior Bingo was held September 24 and will be repeated on the 4th Tuesday of October and November, if good attendance continues. 14 people attended Comfort Food Makeover led by Mary Liz Wright. The women’s restroom key went missing on September 27. MOTION: Lehman, second by Gross to approve statistics/librarians report. Motion carried.

\***Friends:** The Friends Book Sale generated $613 and an additional $192 from the bag sale.

**Old Business:** The Consumer Health Collection awarded 51 medical books to the library.

**New Business:** An updated Computer & Internet Policy was presented. The policy ensures privacy to the patrons. MOTION: Punzelt, second by Gill to accept and implement new policy. agency. Motion approved.

MOTION: Gross, second by Punzelt to replace the office Win7 computer and upgrade 2 other Win 7 to Win 10 at a cost of $1149.95. Motion carried.

**Miscellaneous:**  2020 Per Capita Grant requires the board to review chapter 3 of Serving Our Public 3.0: Standards for Illinois public Libraries 2014 along with chapter 11-14 and all appendices of “The Trustee Facts File 3rd edition.

Meeting adjourned at 5:02p.m. Next meeting is Monday, November 11, 2019.

Respectfully submitted,

Evie Gill, Secy.