

**Divernon Township Library
Library Trustee Board Meeting
Tuesday, December 1, 2020, 6:00P.M
MINUTES**

Call to Order (6:00P.M.)

Roll Call: Jake Rettberg, Kathi Katcher, Linda Baer, Cory Goleman, Sue Covi, and Jane Emerson were present. Sharon Whitnall was absent.

Recognition of Visitors. Tim Downen, Hurst-Rosche, Inc. was present. He requested payment number 2 for the library renovations. He reported that the project was 60% complete. A motion was made by Jake Rettberg, seconded by Sue Covi, to submit this payment to contractors. Motion carried.

Public Comment. None

The minutes from meeting, November 3, 2020 were read. Motion was made by Cory Goleman, seconded by Kathi Katcher to accept minutes as read. Motion carried.

Cory Goleman gave the treasurer's report. Library has received another Sangamon County tax distribution check. A motion was made by Kathi Katcher, seconded by Jane Emerson to accept the minutes. Motion carried.

A discussion was held on the disbursement of funds \$45,566.26 as requested by architect for renovation of restroom. Already discussed.

The status of the restroom renovation was discussed. Trish Austin reported that the outdoor portable toilet had been vandalized.

Trish Austin reported that the new section will be the kids space and would need new shorter bookshelves. Pam has contact several businesses to get a price on new shelves. Cory Goleman made a motion that the librarians could buy any additional items needed up to \$500.00. Seconded by Kathi Katcher. Motion carried.

Kathi Katcher made a motion allowing librarians to work extra hours to organize books, cleaning, etc. after construction is complete. Cory Goleman seconded. Motion carried.

A new housekeeper will be hired after December. Kathi Katcher made a motion for Trish to contact Cleaning Guy regarding thoroughly cleaning the library after construction is completed and to close the library if needed while the cleaning (including carpet cleaning) was done. Seconded by Linda Baer. Motion carried.

No Old Business.

No Executive Session.

Librarian's Report

- A. A TV and wall mount was purchased for the library.
- B. The library was granted the PPE Grant to be used by December 30, 2020. Did not receive the Book Grant..
- C. Another SimpliSafe camera will be purchased for the new addition for \$99.00.
- D. The Per Capita Grant The deadline has been extended till March 15, 2021.
- E. Monthly patron and materials checked out was reviewed by the board. Regular patrons are checking out more books.

A motion was made by Jake Rettberg, seconded by Jane Emerson to adjourn. The next meeting will January 5, 2021.

Respectfully submitted,

Jane Emerson