Minutes from the Regular Meeting
PRAIRIE SKIES PUBLIC LIBRARY DISTRICT
ASHLAND LOCATION
February 11, 2020

The regular board meeting was called to order at 6:00pm by Jan Davis, President.

Attendance:
Trustees Present: Jan Davis, Jennifer Petefish, Bob Butcher, Barb Schweighauser

Trustees Absent: Diane Hatcher

Staff Present: Kathleen Roegge, Director; Deb Gruen, Librarian; Kelly Greene absent

Visitors: None

Regular Agenda Items:
The agenda was approved as amended on a motion by Petefish, seconded by Butcher.

Approve Previous Minutes:
Minutes from the regular meeting held January 14, 2020 were presented and approved as amended on a motion by Butcher, seconded by Petefish.

Financial Report:
Prepared and presented by Kelly Greene for January 2020, presented by Director Kathy Roegge in Ms. Greene's absence.

Submit Bills:
Bills submitted for tonight were submitted totaling $7,273.61. Motion to pay bills as presented on a motion by Petefish, seconded by Jensen-Schweighauser.

Ayes: Davis, Petefish, Butcher, Schweighauser Nays: 0 Absent: 1

Administrators Report:
Roegge presented the report of Library statistics for the prior month. Roegge provided her report of activities at the branches, upcoming events, and staff attendance at workshops in her absence.

- Kathy reported that both the Interlibrary Loan Survey and the Certification for the RAILS were completed and submitted.
- Kathy reported that she has submitted the Final Report for the Tracy capacity grant we received to send staff to the Illinois Youth Services Conference in Bloomington.
- The staff continues to organize the fiction collections into genres and continues weeding the non-fiction collection in Plains.

- An update was given on library programming including current/ongoing programming and planned programming options for the next few months. The Adult Reading Tournament is going well and ends on March 31. We have had several donations from local business for prizes.
- There was an issue with the Plains phone line, but it has been repaired.
- A report of library statistics was reviewed for January 2020 and year to date.

Committee Reports

The Policy/bylaws committee presented the revised circulation policies for review and approval Butcher moved and Petefish seconded to approve the revised policy. The board discussed going "Fine-Free". Jensen-Schweighauser moved and Petefish seconded to no longer charge patrons fines for overdue items. Motion passed. The age restrictions on checking out DVD was discussed. Butcher moved and Jensen-Schweighauser seconded to remove the age restrictions on checking out DVDs. Motion carried. They will be meeting on Feb. 25 to continue reviewing library policies.

Friends of the Library

No report.

Old Business:

- Kathy reported that the application for the Tracy Grant to fund parenting classes has been pulled and will be submitted later this year.

New Business:

- Sandra Jurgens submitted her resignation letter to the board effective January 22, 2020. Mr. Butcher moved to send a letter to Jurgens thanking her for her service, Jensen-Schweighauser seconded, motion carried.
- Kathy asked for approval to hire another part-time person. Petefish moved and Butcher seconded, motion carried.
- Kathy talked to the board about beginning to get rid of items in the Ashland basement, the trustees agreed.

Committees to Meet

By-Laws/policies: To meet February 25 , 2020 at the Ashland location at 1:30pm.

The next meeting will be held on March 10, 2020 in the Pleasant Plains location at 6:00pm.

The meeting was adjourned at 7:20pm on a motion by Petefish, seconded by Butcher.

Respectfully submitted,

Kathy Roegge (secretary pro temp)