

**MASCOUTAH PUBLIC LIBRARY**  
**MEETING OF THE BOARD OF TRUSTEES**  
**MAY 18, 2021**

The Board of Trustees of the Mascoutah Public Library held its regular meeting at the library on May 18, 2021 at 6:15 p.m.

All of the Trustees were present, namely: Nancy Larson, Roger Grodeon, Frank Bandre, Wayne Wilhelm, Scot Erickson, Suzy Friederich, Jordan Rehfeldt, Kay Connolly and Merly Friedland. Also present was Library Director Marian Albers.

President Nancy Larson presided and Merly Friedland recorded the minutes.

Additions to Agenda - Election of Officers.                      Public Comments - None.

The minutes of the last Board meeting on March 16, 2021 were approved as written.  
*(Motion by Frank, second by Wayne)*

**Financial Report:** Frank presented the Balance Sheet as of April 30, 2021, the statements of income and expenses for the months of March & April, 2021 and the fiscal year from May 1, 2020 to April 30, 2021. Frank and Marian commented on the operations during fiscal year ending April 30, 2021, which concluded with a surplus of \$39,993 – as summarized below:

<u>Description</u>	<u>Actual</u>	<u>Budget</u>	<u>Difference</u>
Income	\$427,503	\$428,754	(\$ 1,251)
Expenses	<u>(387,510)</u>	<u>( 428,754)</u>	<u>41,244</u>
<b>Surplus</b>	<b>\$ 39,993</b>	<b>0</b>	<b>\$ 39,993</b>

**Cash Position & Investments                      \$421,873**

The Board unanimously approved the above financial statements and ordered that the same be filed for audit.  
*(Motion by Roger, second by Kay)*

**Election of Officers:** The Board unanimously re-elected, by acclamation, the following named officers to serve during FY 2021-2022: *(Motion by Roger, second by Scot)*

President -                      Nancy Larson                      Vice President -                      Roger Grodeon  
Secretary -                      Merly Friedland                      Treasurer -                      Frank Bandre

**Appointment of Standing Committees:** President Nancy Larson appointed the following named members to serve during FY 2021-2022:

Building & Grounds: Wayne Wilhelm (Chairman) Suzy Friederich, Scot Erickson, Marian Albers  
Finance: Frank Bandre (Chairman) Merly Friedland, Roger Grodeon, Marian Albers  
Policy: Wayne Wilhelm (Chairman) Jordan Rehfeldt, Kay Connolly, Marian Albers  
Personnel: Nancy Larson (Chairman) Roger Grodeon, Kay Connolly, Marian Albers

**Director's Report:** Please refer to the Director's written report for the May 2021 Board meeting, relating to operations and activities since the last meeting, the comparative Library Circulation Report for March & April, 2021 versus March & April, 2020, and Non-Resident Registrations.

The Director brought up other matters for discussion, information and appropriate action. Thereupon, on motions duly made and seconded, the Board unanimously approved the following actions:

1. Director's Authority to Spend – It was noted that it has become increasingly difficult for the Director to maintain purchases under the current spending limit of \$500, which was authorized more than 15 years ago. Prices of goods have gone up substantially over the years. After discussion, the Board deemed it appropriate to increase the spending limit at this time.

The Board approved and authorized, by unanimous voice vote, the Library Director to spend up to \$1,000 on any single item without prior Board approval, and further approved the proposed amendment to Section 5 (Authority to Spend) of the Mascoutah Public Library Bylaws to reflect this change.

*(Motion by Suzy, second by Wayne)*

2. Set the Library's Non-Resident Participation Fee for FY 2021-2022, at a rate of \$130 per year, subject to change pending enactment of the Child's Act. *(Motion by Roger, second by Scot)*

**Old Business:** 1. Bathroom remodeling job – completed and fully paid.

2. Meeting room project – completed and fully paid.

3. TIF 3B compensation issue – We received a check for \$10,953.36 from the City for TIF monies owed us from 2018 and 2019 for the Assisted Living place.

4. COVID-19 Library Issues – Opening of the library was discussed and the Director will decide on the timing of this event. Based on current conditions, the Director would like to ease some COVID restrictions. Continue wearing masks. Do away with appointments. Open rooms up with limited number of people. Make adjustments to coincide with change of library hours. Availability of meeting room use is subject to discretion of the Director. Continue to follow new directions from state and local health authorities.

**New Business:** 1. Changing Library Hours – Marian submitted a written proposal to change the library hours. Her proposal included a detailed comparison of operating hours at several metro-area libraries, size of population, sports-family-social and all other activities that significantly reduce traffic flow at the libraries at certain days and hours.

After discussion, the Board approved, by unanimous voice vote, the following new operating hours for the Mascoutah Public Library, effective as of June 1, 2021. *(Motion by Roger, second by Kay)*

Monday – Thursday	9:00 a.m. - 7:30 p.m.
Friday	9:00 a.m. - 4:30 p.m.
Saturday	9:00 a.m. - 1:00 p.m.

2. Building Inspections – Wayne spoke about structural inspections and molds. He suggested proactive measures to be taken to ensure the integrity of the building. Marian has initiated contact with Tim Krumm of Kaskaskia Engineering about doing structure inspection services for the library and obtained the cost of these services. The Board unanimously agreed to continue discussions with the engineering firm and secure an inspection program for the library building.

**New Business-continued:**

3. Donation – The Board gratefully noted an anonymous donation of \$500 to the library.

**Adjournment:** There being no further business, President Nancy declared the meeting adjourned at 7:20 p.m. The next Board meeting will be held on August 17, 2021 at 6:15 p.m.

Merly T. Friedland  
Secretary



