

12. The Association for Rural & Small Libraries- Director Smith renewed Library Staff Level 1 Annual Membership for \$49.00. The 2021 ARSL Conference will be held October 20 – October 23, 2021 in Reno, Nevada.
13. RAILS Library System Annual Certification to be completed February 15 – May 15, as required by the Illinois State Library for library system membership. [23 Ill. Adm. Code 3030.200(a)(2)(1)] – Director complete the certification on 2-15-21.
14. Illinois State Library Per Capita and Equalization Aid Grant Application Fiscal Year 2021 and the Illinois Public Library Per Capita Grant Expenditures Report Fiscal Year 2019 – Director submitted both the application and the report on 2-16-21.
15. RAILS have decided to reduce the quarantine requirement for materials moving through delivery to 24 hours effective Wednesday, February 24, 2021. The latest research shows that COVID-19 mainly spreads through respiratory droplets in the air.
16. Bookmobile
 - 2-2-21 – Director Smith inspected the outside of the bookmobile. She touched a panel on the passenger side and a bracket underneath fell off. Upon inspection the panel next to the gas cap on the driver’s side also is loose. Taking the Bookmobile to Stronghurst Collison & Refinish today for Travis Pence to look at the underside and the rust. Travis Pence will call to set up an appointment.
17. Review handouts
 - FOIA handout from RAILS Training November 2020
 - Effective Board Meetings handout from ILA Conference October 2020
 - OMA Handout from RAILS December 2020
 - Director Notes from ILA October 2020 Conference
 - 2020 in Review during the Pandemic showing the library was open and all of the resources, programs and services provided. Published by Allaman. With her posts she added pictures.
 - Technology Needs and Wants for the Future
18. Reaching Forward Illinois Virtual Conference – Registration fee \$50, Director registered.
 - April 15-15 Reaching Forward South Virtual Conference
 - May 7 Reaching Forward Virtual Conference
19. Meeting Room – We are going to open the meeting room up for appointments beginning in March with requirements of occupancy at #, social distancing of tables and chairs, masks required for those that can. A thorough cleaning after each use.
20. Flooring in the entryway and both restrooms is on hold until the weather is a bit warmer. The vinyl needs warmer weather as the entryway floor stays pretty cool.

21. Other –

- 1-27-21 – ABC Fire Extinguisher completed preventative maintenance on all fire extinguishers.
- 2-3-21 – Due to the expected extreme cold temperatures the bookmobile ran the Saturday route today.
- 2-4-21 – Director Smith attended the zoom RSA Database Committee Meeting
- 2-6-21 – Director Smith had Tee and Johnson close the library at 2 pm snow, blowing and poor visibility. Director Smith informed the Board President.
- 2-9-21 – Bookmobile ran the route for Tuesday the 9th and then she went to Oquawka that afternoon. With the predicted forecast for snow the following Wednesday and Thursday so the Director kept the Bookmobile in the garage.
- 2-10-21 - Director Smith attended the RSA User Group webinar.
- 2-13-21- Director Smith closed the library due to below temps, wind and snow informing the Board President.
- 2-15-21- Director Smith attended the webinar “Grab & Go Library Programs”. Topics: virtual programming, grab & go kits, STEM kits, etc.
- 2-15-21 – Received a Thank You from the U.S. Census Bureau
- 2-16-21 – Director Smith called Nicor to report gas smell in the entryway in the women’s restroom. They sent a tech out within the hour and his meter reading was zero, he conducted the search and didn’t find anything.
- 2-18-21 – Director Smith attended webinar “Libraries & Technology in the Post-Pandemic Landscape”.
- 2-19-21 – Director Smith attended the zoom Rural Library Directors meeting with guest Monica Harris, RAILS Associate Executive Director listening to each library director tell their library story of service hours, programs, resources, patrons in this post-pandemic.
- 2-24-21 – Director Smith will attend the webinar “The COVID-19 Vaccine: Employer Options” presented by HR Source attorneys sponsored by RAIL.
- 2-26-21 – Director Smith will attend the Virtual Western Illinois Library Legislative Meet-up sponsored by Illinois Library Association. Normal PL emailed asking attendees to provide our legislators a snapshot of what central Illinois library have accomplished during COVID. He asked for photos, screenshots, and patron comments for a 1 to 2 minute brief slide show to demonstrate the impact we’ve had on our local communities. Tee sent him 10 photos from our library. He also asked for virtual programs, curbside delivery stats, home delivery stats, greatest impact on our respective community.
- Fancy Nancy Virtual Tea Party will be on Saturday April 10, 2021 at 2 pm.

Next meeting is April 5, 2021 at 5:00 p.m.