

MARCH 2020 AGENDA

1. Call to Order – **Monday, March 2, 2020**, at 5:00 p.m. at the Library.
2. Roll Call

_____ Bates	_____ Fisher	_____ Roessler
_____ Eisenmayer	_____ Painter	_____ Russell
	_____ Pullen	
3. Meeting with staff member Mary Allaman and Brenda Tee.
4. Minutes of February 3rd meeting.
5. Financial Report for February.
6. Circulation for February.
7. Employees
 - B. Tee began holding computer class on Mondays and Thursdays from 1:30-2:30pm.
8. Statement of Economic Interests needs signatures, position held, and date for each board member.
9. Library Survey is open 2-17-20 through 3-20-20 and can be done online or by paper form.
10. Johnson Controls (Tyco Simplex Grinnell)
 - 2-17-20 Annual Fire Alarm system test and inspection completed with no deficiencies.
 - Annual billing for the Fire Alarm Monitoring Contract which provides 24 hour monitoring, repair and/or replacement of communicator as needed, daily review of condition codes and one program change per year. \$506.66
11. Henderson County Public Library Policies to review and Approve
 - Social Media Policy
12. Serving Our Public 4.0 Standards for Illinois Public Libraries edition for review – March reviewing as a Board: How to Use Serving Our Public 4.0 and Chapter 1 (Core Standards).
13. The Association for Rural & Small Libraries- Director Smith renewed Library Staff Level 1 Annual Membership for \$49.00. The 2020 ARSL Conference *SOAR with Libraries Sharing Our Amazing Resources* will be held September 30 – October 3, 2020 in Wichita, Kansas.

14. Other –

- 2-5-20 - Director Smith was invited to be a guest reader at West Central Ele. School for World Read A-loud Day. Director read to Mrs. Ford's kindergarten class, students in 2nd grade Miss Allaman, 4th grade Mrs. Ravenscraft and 5th grade Mrs. Winter's classes. Author Anne Grall Reichel was a guest that spoke twice and Director attended the 1:00 pm session.
- 2-6-20 - Director Smith attended the *RSA User Group* webinar.
- 2-6-20 – Director Smith attended the webinar *Top Employment Law Issues* presented by Jim Griffin, Employment Counsel of HR Source sponsored by RAILS.
- 2-13-20 – Director Smith attended to webinar “*Library Use of Social Media – Navigating the Legal Landscape*” presented by Julie Tappendorf, attorney for Ancel Glink P.C. Chicago sponsored by RAILS.
- 2-14-20 – Director Smith attended the Western Illinois Library Legislative Meet-up at the Galesburg Public Library sponsored by Illinois Library Association.
- 2-14-20 – ABC Fire Extinguisher completed preventative maintenance on all fire extinguishers.
- 2-18-20 – Director Smith attended a webinar *Helping the Public Complete the 2020 Census*, sponsored by RAILS.
- 2-19-20 – Coral Seitz, Riverbanks Fabric & More of Oquawka spoke to our Book Discussion Group. There was 11 in attendance.
- 2-20-20 – Henderson County Genealogy & Family History Society held their meeting with Fran Work as their speaker about Stronghurst, Il. 1887-1969.
- 2-20-20 – Director Smith received a letter from McDonough Telephone Cooperative requesting our support for them with the *Connect Illinois Broadband grant application*. With the assistance of this grant, McDonough Telephone Cooperative's expanded fiber broadband network bringing faster internet service to the Media, Biggsville and Gladstone areas. Director Smith wrote a letter on behalf of the McDonough Telephone Cooperative in support.
- 2-25-20 – Census Application Event 9:00 am – noon.
- 2-25-20 – Director Smith and Charlotte Ackermann, West Central Ele. Kindergarten teacher met to begin putting together STEM backpacks that can then be checked out at the library.
- 2-26-20 – Kevin Geary a Henderson County resident is forming a 2020 Census committee with the first meeting held at the Library on Feb. 26th at 6 pm.
- Turning Pages Book Club 2019 Year End Report
- Fancy Nancy Tea Party will be on Saturday April 18, 2020 from 2-4. We will be holding the one tea time again this year. Director Smith will be holding a meeting for table hostesses on Tuesday, March 3rd at 4pm.

Next meeting is April 6, 2020 at 5:00 p.m.