

**NIPPERSINK PUBLIC LIBRARY DISTRICT  
BOARD OF LIBRARY TRUSTEES  
REGULAR MEETING  
January 12, 2021**

**CALL TO ORDER**

The Regular Meeting of the Board of Library Trustees of the Nippersink Public Library District at the Nippersink Library, 5418 Hill Road, Richmond, Illinois, was called to order at 7:02 P.M. by Sandra Peterson.

**PRESENT**

Trustees Adrienne Adams, Brett Bieder, Robert Johnston, Michelle Jordan, Drew Knobloch, Sandra Peterson, Sue Rekenhaller and Library Director Cynthia Cole were present.

**RECOGNITION OF SECRETARY**

Trustee Rekenhaller was recognized as Secretary. Director Cole volunteered to act as Recorder.

**RECOGNITION OF MEMBERS OF THE AUDIENCE** - None

**ADDITIONS** – None

**MINUTES**

**A. Approve December 8, 2020 Regular Meeting Minutes**

**MOTION was made by Trustee Bieder, seconded by Trustee Knobloch, to approve the December 8, 2020 Regular Meeting Minutes.**

**Voice Vote: All in Favor**

**MOTION CARRIED**

**CORRESPONDENCE AND ANNOUNCEMENTS** - None

**TREASURER'S REPORT**

**A. Review and Approve Warrant #7**

Warrant #7 in the amount of \$27,411.51 was reviewed for payment.

**MOTION was made by Trustee Johnston, seconded by Trustee Bieder, to approve Warrant #7.**

**Roll Call Vote: Ayes: Adams, Bieder, Johnston, Jordan, Knobloch, Peterson, Rekenhaller**

**Nays: None**

**MOTION CARRIED**

**B. REVIEW MONTHLY BUDGET REPORT**

Director Cole advised that we are approximately \$12,000 over budget for the month ending December 31, 2020. This is primarily due to the premium payment for the liability insurance and the audit, but should even out.

## **LIBRARY DIRECTOR'S REPORT**

All of the items in the report are on the agenda.

## **COMMITTEE REPORTS**

### **A. Review Chapters 5-8 of Serving Our Public 4.0**

Director Cole provided a summary of the checklists for Chapters 5-8 and our progress in meeting the guidelines. She again advised that while SOP 4.0 was published in early 2020, many of the standards have not been updated in years. She also advised that the standards tend to favor larger, well-funded libraries in comparison to smaller libraries and those with budgetary challenges.

## **NEW BUSINESS** –

### **A. Approve Resolution 2021-1-A Authorizing Execution of Intergovernmental Agreement for Economic Incentive Abatements**

Director Cole advised that the resolution allows us to approve an extension of the IGA with the Village of Spring Grove for Economic Incentive Abatements. The extension of the IGA is identical to the original IGA passed in 2016.

**MOTION was made by Trustee Johnston, seconded by Trustee Jordan, to approve Resolution 2021-1-A Authorizing Execution of Intergovernmental Agreement for Economic Incentive Abatements.**

**Roll Call Vote: Ayes: Adams, Bieder, Johnston, Jordan, Knobloch, Peterson, Rekenthaler**

**Nays: None**

**MOTION CARRIED**

### **B. Review and Accept FY20 Audit**

Director Cole advised that the Audit was conducted the week of October 26, 2020 and the auditors found no issues or areas of concerns. We also have sufficient reserve funds in the Special Reserve Fund and the General Fund to address any contingencies that may arise.

**MOTION was made by Trustee Bieder, seconded by Trustee Adams, to accept the FY20 Audit.**

**Voice Vote: All in Favor**

**MOTION CARRIED**

### **C. Approve Certification of Trustees**

The certification will be used to determine who is required to complete a Statement of Economic Interest for Calendar Year 2021. Statements will once again be completed online through the McHenry County Clerk's web portal.

**MOTION was made by Trustee Rekenthaler, seconded by Trustee Knobloch, to approve the Certification of Trustees.**

**Voice Vote: All in Favor**

**MOTION CARRIED**

**D. Review Closed Session Minutes**

The bi-annual review of the Closed Session Minutes was completed. Discussion ensued regarding how long minutes can/should remain closed. Director Cole advised that, on the advice of counsel, all minutes relating to personnel matters, appointment to public office and potential litigation should remain closed. Since these matters constitute the bulk of our minutes, the recommendation is that they remain closed.

**MOTION was made by Trustee Johnston, seconded by Trustee Adams, to keep the Closed Session Minutes closed.**

**Voice Vote: All in Favor**

**MOTION CARRIED**

**UNFINISHED BUSINESS -**

**A. Review Library Phased Reopening Plan**

Most of the state is still under Tier 3 mitigation protocols and it appears that may be the case for the foreseeable future. The COVID numbers are still very high and we may not have hit the holiday surge yet. Director Cole is recommending that we continue with our current hours and services until we feel confident that we can expand them without having to pull back. Consensus that we will continue the current level of service and evaluate on a monthly basis.

**AUDIENCE COMMENTS** – None

**ADJOURN**

There being no further business, President Peterson declared the meeting adjourned at 7:47 P.M.

Respectfully submitted by Cynthia Cole,

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Theresa Sue Rekenhaller, Secretary