MEETING MODIFICATION DUE TO COVID-19
In accordance with P.A. 101-0460, which includes changes to the Illinois Open Meetings Act (OMA) that allow public bodies to conduct remote meetings under certain conditions, members of the Reddick Public Library District Board of Trustees attended this meeting remotely using the Zoom virtual meeting platform; Molly DeBernardi (Library Director) was also physically present in the Community Room for this meeting. Members of the public were encouraged to attend this meeting remotely and provided with the link and information needed to do so, as well as an email address to submit questions or statements prior to the meeting, on the posted meeting agenda.

I. CALL TO ORDER: The meeting was called to order at 6:00 p.m. by Board President Neil Reinhardt.

   PRESENT: Daniel Heaver, Jameson Campagne, Neil Reinhardt, Amy Novario, Phyllis Palmer, Melissa Hulse (left meeting at 6:33 p.m.), and Mary Jo Farrell (arrived at 6:37 p.m.).

   ABSENT: None.

   STAFF PRESENT: Molly DeBernardi, Library Director; Lisa Katrein, Publicity & Outreach Coordinator.

   VISITORS PRESENT VIA ZOOM: Allison Hertzner.

II. CHANGES TO AGENDA: The Board moved Unfinished Business #2 (Approve energy efficient lighting LED conversion/upgrade through the Ameren Illinois Efficiency Program) ahead of Unfinished Business #1 (Discussion/Identification of future projects).

III. SECRETARY’S REPORT: The Secretary’s Report for the Reddick Public Library District Board of Trustees Regular Meeting on Monday, February 8, 2021, was reviewed. Motion by Daniel Heaver, 2nd by Amy Novario to accept the Secretary’s Report for the Reddick Public Library District Board of Trustees Regular Meeting on Monday, February 8, 2021, as written. Roll call vote as follows: Daniel Heaver, aye. Melissa Hulse, aye. Jameson Campagne, aye. Amy Novario, aye. Phyllis Palmer, aye. Neil Reinhardt, aye. All ayes. No nays. Motion carried.

IV. APPEARANCES: There were no appearances.

V. CORRESPONDENCE: The Board received the Trustee Election Ballot Proof for the April 6, 2021 Consolidated Election from the LaSalle County Clerk. The ballot was reviewed, signed, and returned to the County Clerk’s office by hand and via email on 2/22/2021. All board members received a copy of the ballot proof in their electronic board packets.

VI. FINANCIAL REPORT: The February 2021 Disbursements and February 28, 2021 Financial Reports were reviewed and discussed. Molly reported that the Working Cash 2/Special Reserve CD reached maturity on 2/19/2021. $14,475.83 owed to the General Fund for the 2019 loan payment, plus all interest earned on this CD through 6/30/2020 ($5,615.72), was deposited into the General Fund checking account at Ottawa Savings Bank; all remaining funds were deposited into the Special Reserve account at Ottawa Savings Bank. Special Reserve CD reached maturity on 3/2/2021, all funds were deposited into the Special Reserve account at Ottawa Savings Bank. Working Cash 3/Special Reserve CD reached maturity on 3/5/2021. All interest earned on this CD through 6/30/2020 ($2,349.02) was deposited into the General Fund checking account at Ottawa Savings Bank; all remaining funds were deposited into the Special Reserve account at Ottawa Savings Bank. An updated CD maturation spreadsheet was provided to all board members in the electronic board packet. Motion by Amy Novario, 2nd by Jameson Campagne to approve the February 2021 Disbursements, and to accept the February 28, 2021 Financial Reports and place the reports on file for audit. Roll call vote as follows: Daniel Heaver, aye. Jameson Campagne, aye. Amy Novario, aye. Phyllis Palmer, aye. Melissa Hulse, aye. Neil Reinhardt, aye. All ayes. No nays. Motion carried.

VII. LIBRARY DIRECTOR’S REPORT:
1. A written report was provided to all board members, which included the March 2021 Events Calendar.
2. Molly reported that the Adult Winter Reading Program was a success with 26 adult participants. She also provided the following building-related updates:
   a) The water main break that occurred between the library building and parking lot on 2/10/2021 was resolved by Grand Rapids Enterprises at a cost of $3099.00.
   b) A technician from John’s Service & Sales was on-site on 2/23/2021 to replace the actuator on a valve in the HVAC system.
   c) A technician from Thompson Electronic Systems completed the annual inspection of the fire alarm panel on 2/25/2021.
VIII. COMMITTEE REPORTS:
1. Finance Committee: No committee report.
2. Personnel Committee: No committee report.
3. Building and Grounds Committee: No committee report.
4. Library Services and Policies Committee: No committee report.

IX. UNFINISHED BUSINESS:
1. Discussion/Identification of future projects: Discussion continued regarding potential future projects for the library. It was the consensus of the board to move the LaFayette Street parking lot project to the top of the priority list.

2. Approve energy efficient lighting (LED) conversion/upgrade through the Ameren Illinois Efficiency Program: All board members received a copy of the proposal from B&G Electric for the upgrade of all interior and exterior lighting to energy efficient lighting (LED) through the Ameren Illinois Efficiency Program. All board members also received a copy the lighting recommendations/specifications detailed by Dr. Fred Schlipf in A Building Program for the Reddick Public Library District. Molly reminded board members that the proposal includes conversion from ballast to direct wire. Discussion was held regarding the selection of bulbs to be installed. Motion by Phyllis Palmer, 2nd by Jameson Campagne to approve the energy efficient lighting (LED) conversion/upgrade through the Ameren Illinois Efficiency Program for a total cost of $4,654.24, pending approval of the quality of selected bulbs by the Library Director. Roll call vote as follows: Daniel Heaver, aye. Jameson Campagne, aye. Amy Novario, aye. Phyllis Palmer, aye. Mary Jo Farrell, aye. Neil Reinhardt, aye. All ayes. No nays. Motion carried.

X. NEW BUSINESS:
1. Approve agreement with Vissering Construction Company for Construction Management Services: All board members received a copy of the agreement from Vissering Construction Company for Construction Management Services for a 7-year period in their electronic board packet. Molly noted that the agreement had been reviewed by the Library District’s attorney, Phil Lenzini. Brief discussion followed. Motion by Mary Jo Farrell, 2nd by Daniel Heaver to approve the agreement with Vissering Construction Company for Construction Management Services for a 7-year period. Roll call vote as follows: Daniel Heaver, aye. Jameson Campagne, aye. Amy Novario, aye. Phyllis Palmer, aye. Mary Jo Farrell, aye. Neil Reinhardt, aye. All ayes. No nays. Motion carried.

2. Approve submission of the FY2021 Per Capita Grant application to the Illinois State Library: A copy of the FY2021 Illinois Public Library Per Capita Grant application was provided to all board members in the electronic board packet. The FY2021 Illinois Per Capita Grant application was reviewed and discussed. Motion by Amy Novario, 2nd by Mary Jo Farrell to approve submission of the FY2021 Per Capita Grant application to the Illinois State Library. Roll call vote as follows: Daniel Heaver, aye. Jameson Campagne, aye. Amy Novario, aye. Phyllis Palmer, aye. Mary Jo Farrell, aye. Neil Reinhardt, aye. All ayes. No nays. Motion carried.

3. Approve library closure for September 24, 2021 staff training/in service: The annual PrairieCat PUG Day Conference will be held on Friday, 9/24/2021. This conference date was set by PrairieCat after the Library Board approved the 2021 closing dates at the October meeting. Motion by Daniel Heaver, 2nd by Jameson Campagne to approve the library closure on Friday, September 24, 2021, for the annual full-day staff inservice training. Roll call vote as follows: Daniel Heaver, aye. Jameson Campagne, aye. Amy Novario, aye. Phyllis Palmer, aye. Mary Jo Farrell, aye. Neil Reinhardt, aye. All ayes. No nays. Motion carried.

XI. Motion by Phyllis Palmer, 2nd by Mary Jo Farrell to adjourn the meeting at 7:05 p.m. Roll call vote as follows: Daniel Heaver, aye. Jameson Campagne, aye. Amy Novario, aye. Phyllis Palmer, aye. Mary Jo Farrell, aye. Neil Reinhardt, aye. All ayes. No nays. Motion carried.

XII. The next regular meeting of the Reddick Public Library District Board of Trustees will be held on Monday, April 12, 2021, at 6:00 p.m.

Respectfully Submitted,

Amy Novario, Board of Trustees Secretary pro tem

Lisa Katrein, Recording Secretary

Reddick Public Library District Board of Trustees Regular Meeting Minutes, Monday, March 8, 2021