

February 17, 2021

President Bayer called the regular meeting of the Board of Trustees of Bradley Public Library District to order at 6:16 P.M., Wednesday, February 17, 2021.

Present: Trustees Bayer, Benoit, Hendrickson, and Ponton (via Zoom)

Absent: Rodgers

Also present: J. DePatis, Director (via Zoom), Brendan Diamond, Olivia Koerner and Anna Datillo

TRUSTEE APPOINTMENT AND SWEARING IN

Moved by Trustee Bayer and seconded by Trustee Benoit to appoint Brendan Diamond to fulfill the remaining two years of the 6-year term previously held by Andrew Fischer.

Motion carried by a roll call vote of 4 ayes, 0 nays, 1 absent

APPROVAL OF MINUTES

Moved by Trustee Hendrickson, seconded by Trustee Benoit, that

MINUTES OF THE OF REGULAR MEETING OF

1/20/2021

BE APPROVED AS SUBMITTED

Motion carried by unanimous vote

**APPROVAL
OF MINUTES**

PUBLIC COMMENT - None

TREASURER'S REPORT

Moved by Trustee Diamond, seconded by Trustee Benoit, that

TREASURER'S REPORT FOR JANUARY

BE ACCEPTED AS SUBMITTED

Motion carried by roll call vote of 5 ayes, 0 nays, 1 absent

**ACCEPT
TREASURER'S
REPORT**

VENDOR PAYMENTS

Moved by Trustee Bayer, seconded by Trustee Ponton that:

BILLS TALLING \$45,293.38
ALLOWED AND PAID FOR JANUARY

Motion carried by roll call vote of 5 ayes, 0 nays, 1 absent

**PAYMENT
OF BILLS**

DIRECTOR'S REPORT

11 new readers were registered and 3,298 items were issued in January.

Receipts: \$ 413.40; fines on overdue books: \$116.40; fax: \$105.00; copies: \$133.00; lost/damaged: \$39.00; \$20.00 misc.

Expenses: \$30.97

Director DePatis stated the following:

Legal: Certificate of Ballot for the 2021 Consolidated Election and the FY2019-20 Audit have been filed with the Kankakee County Clerk. The FY 2019-20 Audit availability notice has been published in the Daily Journal. The Library's Annual Certification to the Illinois State Library has been completed.

Grants: The final equipment order for the Project Next Generation grant has been completed.

Programs and Services: The Library completed a virtual monitor visit with the Northern Illinois Food Bank on January 28, 2021. They are pleased with the amount of supper and snacks we have been able to hand out so far.

Misc: Bradley Public Library joined the Digital Library of Illinois group e-magazine purchase and will be able to provide access to more than 1,500 additional titles at 1/3 of the price we were paying. Access to the new e-magazines is active now. We will also be adding a new film streaming service, Kanopy, at the beginning of March. It is a pay per use model like Hoopla, includes monthly access to a children's channel and Great Courses, and provides access to different types of films including documentaries and foreign films. The amount of monthly borrows for Hoopla has been increased from 5 to 7.

OCI (Oklahoma Correctional Industries) is digitizing the BBCHS yearbooks we have from 1950-2019 at no charge. The 1947-1949 yearbooks will cost \$14-21 each to digitize. We will receive the digital images in PDF format on discs at the conclusion of the approximately 6 week project. The purpose of the program is to provide a public service while teaching inmates job skills.

Moved by Trustee Hendrickson, seconded by Trustee Benoit that

THE LIBRARY DIRECTOR'S REPORT
FOR JANUARY BE ACCEPTED

**DIRECTOR REPORT
ACCEPTED**

Motion carried by unanimous vote

COMMITTEE REPORTS: None

UNFINISHED BUSINESS:

COVID-19 Update: The library is hosting some in-house programs, and the meeting room is being used again. The library is also open as a warming center during very cold days.

Trustees were reminded that there is now a vacancy for 2 trustees on the board.

Fiscal year 2019-2020 audit was reviewed.

The final sections of the Per Capita Grant requirement of reviewing Serving Our Public 4.0 were completed.

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NEW BUSINESS:

Statements of Economic Interest must be completed electronically by May 1.

Director DePatis requested permission to dispose of two round folding tables via the library list-serve. Permission granted.

Digital Media Marketing consultant Anna Dattilo from Concetto Consulting appeared to explain how her services would assist the library in producing a strategic plan for an online presence to increase membership, to increase participation in the summer reading program, to update and create branding so the tone, voice and values of the library are represented in every post consistently. Her service would organize our current strategy and responsibilities. The 10-week program, Revitalize Package, will provide service for 10 hours per week at a cost of \$3000. The library has the funding for this undertaking and discussion ensued.

Moved by Trustee Bayer and seconded by Trustee Benoit to hire Anna Dattilo from Concetto Consulting to provide the library with the Revitalize Package.

Motion carried by roll call vote of 5 ayes, 0 nays, 1 absent

Communication: none

Trustee Hendrickson moved for adjournment at 7:10 PM.

*Next Bradley Public Library District Board meeting will be held
Wednesday March 17, 2021 at 6:00 P.M.*

Madonna Benoit
Secretary

Karen Bayer
Acting Recording Secretary