

**Belleville Public Library Board of Trustees Meeting  
Telephone Conference**

**Thursday, May 13, 2021, 6:30 P.M.**

- I. Call to order and safety instructions:** Board Vice-President Mary Smith called the meeting to order at 6:31 p.m.

<b>Present:</b>	Carmen Duco	<b>Excused:</b> Carol Keeley
	Mary Karban	Rhonda Ross
	Jamie Maitret	
	Sara Rice	
	Mary Smith	
	Helen Thompson	
	Gregg Turner	

Also present: Leander Spearman, Library Director and Angela Riley, Library Administrative Assistant.

**II. Public Comments:**

- III. Approval of Minutes:** Jamie Maitret moved to accept the minutes of the April 8, 2021 Board Meeting. Motion was seconded by Helen Thompson. Minutes were approved.

- IV. Personnel/Legal/Legislation:** Leander Spearman reported that all staffed has been recalled and that only 2 of 9 part-time employees have decided to return.

Leander Spearman reported that because of the depleted staffing levels, it may be necessary to temporarily close branch and concentrate all staff at main until staffing levels can be increased. Vacant positions will be posted ASAP.

Leander Spearman reported that due to the change in the city administration and the departure of the HR manager, Union contract negotiations have been delayed until a new HR Directory can be brought up to speed.

**V. Policy:**

- VI. Property, Equipment, and Service:** Leander Spearman gave updates on Passport and Notary services.

Leander Spearman reported that he is yet in negotiations with the shop steward about expanding passport and notary duties to the bargaining unit employees.

- VII. Finance:** Leander Spearman reported that he has submitted applications for ARP grand funding for a number of grant opportunities for municipalities and libraries. He also applied for a Project Next Generation Grant from the Illinois State Library.

Carmen Duco moved the motion to approve claims to be paid and Mary Karban, seconded. Claims were approved.

**VIII. Fundraising/Foundations/Promotion/Marketing:**

- IX. Library Reports:** Enclosed with information packet.

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Continued**

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**X. Old Business:**

**XI. New Business:** Leander Spearman noted at the next meeting there will need to be a vote on the Non-Resident charge and Board Officers will need to be selected.

**XII. Closed Session:**

**XIII. Adjourn:** Motion was made by Helen Thompson and seconded by Jamie Maitret to adjourn. Motion carried. The May, 2021 meeting adjourned at 6:51 p.m. The next meeting of the Library Board of Directors will be held Thursday, June 10, 2021 at 6:30 p.m.

Submitted,  
Angela Riley  
Administrative Assistant