

**Vespasian Warner Public Library District  
Clinton, IL 61727  
Emergency Board of Trustees Meeting  
March 16, 2020**

The Vespasian Warner Public Library District Trustees met in an emergency session on March 16, 2020. President Jonah Kolb called the meeting to order at 5:00 p.m. Roll call was taken with the following members present: Jonah Kolb, Becky Adams, Glenda Kaufman, Janelle Sams-Thomas, Matt Love, and Ed Torbert. Rennie Cluver was absent. Also present: Executive Director Bobbi Perryman and Business Manager Samantha Rusk.

Due to the emergency meeting, minutes from the March 11 meeting will be reviewed at the next regular board meeting. Staff and committee reports were not provided.

Business Items

COVID-19 Pandemic Response - Perryman updated the board with recommendations for closure from the Illinois Library Association. She also stated that she had already added approximately \$1,000 in digital materials to online reading platforms. Information about the digital library has been posted on social media and the website.

Library Services and Possible Closures – Board members discussed the potential closure timeline, service options, additional budget for digital services, and payment of staff members during library closure. The moral and community weight of these decisions rests with the Board of Trustees. The general consensus is to trust the administrative staff's expertise in daily decision making with board oversight as needed. The board discussed the status of book drops, curbside delivery, school district partnerships, and digital services. In the end, the board settled its focus on digital services only at this time.

On motion by Love, up to \$10,000 in digital resources may be purchased to meet increasing demand during this time. Motion passed by roll call vote.

On motion by Adams, Perryman and Rusk are permitted to create a schedule for staff who wish to work in the building while closed. Staff participation is optional and social distancing will be maintained. All staff will be paid whether or not they work inside the building. The building will be closed to the public during the time that schools are also closed, which is currently March 30, 2020. Perryman and Rusk may develop additional library services to support community needs. Motion passed by roll call vote.

Adjournment - On motion by Torbert, the meeting was adjourned at 5:48 p.m. Motion passed unanimously by voice vote.

The next meeting will be on Wednesday, April 8, 2020 at 6:00 p.m.

Respectfully submitted,

Samantha Rusk