

South Beloit Public Library
Board of Trustees Meeting Minutes
630 Blackhawk Blvd. South Beloit, IL 61080

Call to Order:

- President Jose Alarcon called the April 14, 2025 meeting to order at 7:00 p.m.

Roll Call:

- Present and answering the roll call were Trustees Jose Alarcon, Emily Sager, Margie Bertholomey, Crystal Ellis, Dan Arbiture, Paula Richeson, Duane Farnsworth, Nichole Kinney, and Stephanie Kohl. No trustees were absent. Jose left the meeting at 7:40, Vice President Emily Sager assumed control of the meeting.
- Also in attendance was Brenda Weinberg, Director of Library. In addition, present were 3 members of the public.

Approval of Agenda:

- Margie Bertholomey made a motion to approve the agenda. It was seconded by Stephanie Kohl and approved by unanimous voice vote.

Public Comment:

- Troy Isely requested the board look at security cameras for the library.

Approval of Minutes:

- Paula Richeson made a motion to accept the approval of the minutes of March 10, 2025. The motion was seconded by Dan Arbiture and approved by a unanimous voice vote.

Treasurer's Report:

- We should have spent no more than 25% of our budget, if we did straight line budgeting, and we are at 17%.
- We are at 4% of expected revenues.
- Previously Outstanding checks now cashed:
 - Charter/Spectrum # 21409 for \$226.62
- Current Outstanding checks from March 2025 Bills:
 - #21421 for \$500 -- 42 Tech Solutions
 - #21426 for \$469.49 -- City of South Beloit

Approval of the Bills:

- A unanimous roll call vote approved the payment of bills totaling \$27,881.03 following a motion by Duane Farnsworth and a second by Paula Richeson.

Librarian's Report:

- In-Library Programs: 159 participants
- Passive Programming: 86 participants
- Community Puzzle: 24 participants
- NATC Readers by the River Book Club: 9 participants

- Brenda met with Duane about BMO account analysis fees
- Brenda returned the signed bank confirmations from Duane back to City Hall for audit preparations.
- Brenda sent to Monarch Award votes from Clark/Riverview/Homeschool to AISLE
- Brenda confirmed Boys and Girls Club continued partnership for SRP 2025
- Brenda worked on planning Little Scientist storytimes for at NATC this summer
- Brenda met with Larissa Currie-Brown and Antonio Ramirez from Alignment Rockford
- Brenda sent Don the library financials for audit preparations
- Brenda completed the Safety/Maintenance checklist
- Brenda watched the RAILS Minute video March 19, 2025 edition
- Brenda sent the (LOT) Library Of Things waiver to the attorney for review
- Brenda reached out to Talcott regarding their satisfaction with Enberg Anderson for their addition
- Brenda researched items for developing the early literacy kits
- Brenda and Sean prepared the StoryWalk® for SRP
- Brenda set up CPR/AED training for staff
- Nyries was the guest reader for storytime
- Melissa - Social Media Dos and Don'ts for Your Library webinar from Clarivate 1 hr
- Brenda - Niche Academy - Soft Skills: The Tools Every Librarian Should Have 1 hr
- Brenda - Social Media 101: A Crash Course for Library Marketers: RAILS 1 hr
- Brenda - Niche Academy - Library Patrons' Privacy 1 hr
- Brenda - Social Media Best Practices for Library Trustees: RAILS 1 hr
- Brenda and Elaine - Social Media 101: A Crash Course for Library Marketers; RAILS 1 hr
- Brenda, Danielle, Melissa, Heather, Elaine, Ameer Claire - Neurodiversity Affirming Practices for Library Workers and Patrons: Niche Academy 1 hr
- Elaine - Talent LMS Courses: Prairie Cat - Vega Discover Basics and Vega Discover Showcases
- Elaine has earned the Vega Discover Admin privileges
- Ameer Claire - Handling Problem Interactions with Law Enforcement: An Interview with Sheriff Ron Hain from Ryan Dowd - Homeless Training 1 hr
- Heather - Top of the Pops: Some of the Best Children's Books of 2024: RAILS 1.5 hr
- Strategic Plan Updates
 - Went over the Quarterly Progress Tracker

Communications:

- IMLS Funding Cuts: Email from Alexis Giannoulis discussing possible financial cuts that may occur due to a mandate from President Trump limiting library funds. Giannoulis asked for boards and libraries to advocate federal representatives in support of libraries.

Old Business:

- Review Proposals for SBPL RFP Interior Renovation - was discussed
 - Angus Young: Previous experiences costs were close to proposals. Projects successfully completed. Knows buildings and board- relationships matter.
 - Engberg Anderson: Talcott's experience started out great but was not throughout.

- After a brief discussion Emily Sager made a motion to approve the RFP from Angus Young. Paula Richeson seconded the motion. The motion was carried with a unanimous roll call vote.
- Trustee Short Takes - What it Means to be a Trustee was tabled until next month due to technical difficulties.

New Business:

- Closing the library early on Saturday, May 31, 2025 for the SRP Celebrate Summer party was discussed. We will be open from 9:00-11:00 a.m. After a short discussion, Dan Arbiture made a motion to approve closing early on May 31st. Margie Bertholomey seconded the motion which was approved with a roll call vote.
- Hot Spot/LOT Agreement and Waiver was discussed.

Executive Session:

- Discuss personnel issues as provided by 5 ILCS 120/2 (c) (1) of the Illinois Open Meetings Act

Reconvene to Open session at 8:12 by roll call vote.

Trustees Comments:

- We would like to amend board policy regarding patron code of conduct.
- We would like Brenda to talk to the attorney regarding security cameras for the library.

Adjourn:

- The meeting concluded at 8:06 p.m. following a motion by Duane Farnsworth and a second by Paula Richeson which was unanimously approved through a voice vote.

Jose Alarcon, President/Emily Sager, Vice President

Crystal Ellis, Secretary