

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

Call to Order:

- Jose Alarcon called the July 8, 2024 meeting to order at 7:00 p.m.

Roll Call:

- Present and answering the roll call were Trustees Jose Alarcon, Emily Sager, Crystal Ellis, Paula Richeson, Margie Bertholomey, and Duane Farnsworth. Trustees Kylie Loewecke and Michelle Matthys were absent. Also in attendance was Brenda Weinberg, Director of Library.

Election of Officers

- Emily Sager made a motion to retain the current slate of officers, Jose Alarcon as President, Duane Farnsworth as Treasurer, Emily Sager as Vice-President, and Crystal Ellis as Secretary.
It was seconded by Duane Farnsworth and approved by roll call vote.
Additionally, Secretary Crystal Ellis administered the Oath of Office to board members Jose, Emily, and Duane and President, Jose Alarcon, administered the oath to Crystal.

Approval of Agenda:

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

Public Comment: N/A

Approval of Minutes:

- Paula Richeson made a motion to accept the approval of the regular board meeting minutes from June 10, 2024. The motion was seconded by Emily Sager and approved by a unanimous voice vote.

Treasurer's Report:

- Duane presented the treasurer's report.
- We should have spent no more than 50% of our budget, if we did straight line budgeting, and we are at 35%.
- We are at 12% of expected revenues.

Approval of the Bills:

- A unanimous roll call vote approved the payment of bills totaling \$20,408.71, following a motion by Duane Farnsworth and a second by Margie Bertholomey.

Librarian's Report:

- June added 34 new patrons
- Lego Club had an all-time high attendance of 30 participants

- Blocks/puzzles/games/butterflies - 98 participants
- SRP crafts - 274 participants
- Community Puzzle - 36 participants
- Boys and Girls Club Tuesdays - Danielle - 3 programs - 74 participants
- Meet Me at the Confluence/SRP Kick off- Brenda - 27 participants
- Pages and Paths - Brenda/Melissa - 1 program - 6 participants
- Little Scientist/Friday Storytimes - Brenda - 3 programs - 113 participants
- June 7 - Kevin Olson installed the new faucets in the bathrooms
- June 10 - Brenda watched the virtual RAILS Member Update meeting 1 hr
- June 12 Brenda watched the RAILS webinar The Modern E-Accessibility Landscape 1 hr
- June 21 - Brenda watched the Niche Academy trainings Library E-Accessibility 1,2,3, and 4 and Library Imagery 2 hr
- June 23 - Brenda took the StoryWalk® down to NATC
- Elaine and Melissa watched the Niche Academy trainings on Library E-Accessibility 1,2,3, and 4 2 hr

Communications:

- FY 2024 Per Capita Grant was awarded to South Beloit Library for \$11,863.67. The funds have been received.

Old Business:

- N/A

New Business:

- The Accessibility Statement/ADA Policy was discussed. The ADA Policy was merged with the Accessibility Policy. Emily Sager motioned to approve the Accessibility/ADA Policy. Paula Richeson seconded the motion which was passed through a roll call vote.
- The Registered Sex Offender Policy was discussed. Paula Richeson made a motion to approve the Registered Sex Offender Policy. Margie Bertholomey seconded the motion which was passed through a roll call vote.
- The Library Board Vacancy was discussed. Emily Sager motioned for potential candidate, Daniel Arbiture's name to be recommended to City Hall for consideration to fill the Library Board Vacancy. Paula Richeson seconded the motion which was passed through a roll call vote.
- Paula Richeson made a motion to approve the KLOG Quote Q24-236495 for 14 new tables and 6 new chairs for a total of \$13,188.72. Duane Farnsworth seconded the motion which was passed through a roll call vote.

- Trustee Short Takes
 - The board watched the Library Policies video. The procedure in which policies are posted on the website vs. not published was discussed.

Executive Session:

- At 7:51 pm, after a motion by Emily Sager, seconded by Paula Richeson, and a unanimous roll call vote, the board went into a closed meeting to perform a semi-annual review of closed session minutes as provided by 5 ILCS120/2 (C) (21) of the Illinois Open Meetings Act.

Order of Business (Vote on Executive Session Discussions)

- Crystal Ellis motioned with a second from Duane Farnsworth that the board approve the closed session minutes for 1/11/2024 and 10/9/2023. The motion was approved through a roll call vote.
- Crystal Ellis motioned with a second from Paula Richeson that the minutes of 1/11/2024 and 10/9/2023 get released. The motion was approved through a roll call vote.
- Emily Sager motioned with a second from Duane Farnsworth to keep the minutes from 10/8/18 remain confidential. The motion was approved through a roll call vote.
- Crystal Ellis motioned with a second from Emily Sager to approve the destruction of the voice recordings for the closed session minutes that have approved written minutes, are at least 18 months old, and have no requirement to retain them. Therefore, voice recordings from 1/9/23, 10/10/22, 7/11/22, 1/10/22, 10/11/21, 7/12/21, 12/14/20, 11/9/20, 10/12/20, 7/13/20, 12/9/19, 11/14/19, 10/14/19, 7/8/19, 2/11/19, 1/14/19, 11/12/18, 10/8/18, 9/10/18, 5/14/18 will be destroyed. The motion was approved through a roll call vote.

Trustees Comments:

- N/A

Adjourn:

- The meeting concluded at 8:08 p.m. following a motion by Paula Richeson and a second by Duane Farnsworth which was unanimously approved through a voice vote.

Jose Alarcon, President

Crystal Ellis, Secretary