

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

Call to Order:

- President Jose Alarcon called the May 12, 2025 meeting to order at 7:00 p.m.

Roll Call:

- Present and answering the roll call were Trustees Jose Alarcon, Margie Bertholomey, Crystal Ellis, Dan Arbiture, Paula Richeson, Duane Farnsworth, Nichole Kinney, and Stephanie Kohl. Trustee Emily Sager was absent.
- Also in attendance was Brenda Weinberg, Director of Library.

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:

- N/A

Approval of Minutes:

- Paula Richeson made a motion to accept the approval of the minutes of April 14, 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 33% of our budget, if we did straight line budgeting, and we are at 25%.
- We are at 6% of expected revenues.
- Cornerstone has 2 CDs and Advia has 1 CD renewing in August/September.
 - We will revisit this in July.
- Chemtool Class Action Settlement check received for \$16,666.61.
- Check for Charter/Spectrum from April 2025 has not cleared. Brenda will look into it further.

Approval of the Bills:

- A unanimous roll call vote approved the payment of bills totaling \$20,265.29 following a motion by Dan Arbiture and a second by Stephanie Kohl.

Librarian's Report:

- Statistics:
 - Circulation down a tad
 - SIFI book club is growing
 - Passive programs to celebrate National Library Week
- In-Library Programs: 88 participants
- Passive Programming: 129 participants
- Community Puzzle: 18 participants

- Spice Club (dill) - 26 participants
- Staff completed the CPR/AED training provided by Austin Edgington with ToBFD
- Brenda attend the South Beloit City Council meeting and completed the Safety/Maintenance checklists
- Brenda watched RAILS: Learning Lab: Creating Accessible PDFs with Adobe Acrobat 1 hr
- Brenda viewed RAILS On-line Event Advocating for Libraries 1 hr
- Clark Elementary preschool pm and am classes did a walking field trip to the library
- Brenda registered the library as a voting partner for the 2026 Monarch Awards program
- Melodie from Cornerstone Credit Union was the guest reader at storytime
- Brenda watched the ALA: Information Literacy: Autism Awareness for Library Workers 1 hr
- Melissa attended the Prairie Cat Delegates Assembly in Mendota
- Melissa, Brenda, Danielle, Amee Claire, Heather, Elaine - CPR, AED, First Aid Training 2.5 hr
- Melissa, Brenda - RAILS: Teaching News Literacy: Where Do I Start? 1 hr
- Brenda - Minitex-University of Minnesota: Managing Escalated Patron Situations Face to Face: Your Questions Answered 1 hr
- Brenda - Chicago Public Library - Beyond Books: Whole Collection Advisory 1 hr
- Brenda - RAILS: Teaching News Literacy: Where Do I Start 1 hr
- Amee Claire - Homeless Training: Body Odor: How to Address Body Odor w/o Awkwardness - 1 hr
- Brenda, Melissa, Danielle, Elaine, Heather:
 - New Homeless De-Escalation Core Training 5 hrs
 - Backup: How Coworkers Should Provide Backup During Conflict 1 hr
 - Kicked Out!: How to Safely Ask Someone to Leave (w/o Calling the Police) 1 hr
 - Mistake #1: Saying the Wrong Thing...with your Body .25 hr
 - Mistake #2: Violating "The 5 Second Rule"
 - Mistake #3: Ignoring "The Bully Trap" .25 hr
 - Mistake #4: Having an Audience .25 hr
 - How to Backup Your Coworker .25 hr
 - How to Get Someone to Leave Safely .25 hr
 - Repeat Offenders .25 hr
 - Autism: A Conversation with Carly Danesh-Jones 1 hr
- Heather - Illinois State Library -Using NoveList in your Everyday Work with Readers 30 min
- Legislative Update from Alexi Giannouilas sent a letter introducing legislation in the General Assembly to enhance library safety.

Old Business:

- Angus Young - Interior Renovation Update
 - 5/22 Angus Young is coming to have a design kick off meeting. Will add cameras to the wish list.
- Trustee Short Takes - What it Means to be a Trustee
 - What It Means to be a Trustee video was watched and discussed.

New Business:

- An Engagement Letter for Sosnowski-Szeto LLP was discussed. This is the attorney the City of South Beloit uses. This firm does Freeport Municipal Library. Paula will seek further information.
 - Margie Bertholomey made a motion to table this discussion until further research is completed. Duane Farnsworth seconded the motion and it carried through a voice vote. More research will be done to ensure the best decision is made regarding attorney representation.
- Patron Code of Conduct Policy was discussed.
 - After a lengthy discussion, Paula Richeson made a motion to accept and adopt the Patron Code of Conduct Policy as written. The motion was seconded by Stephanie Kohl and passed with a roll call vote.

Trustees Comments:

- The Sky Carp reading program was discussed.

Adjourn:

- The meeting concluded at 8:24 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

Crystal Ellis, Secretary