

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

Call to Order:

- President Emily Sager called the August 11, 2025 meeting to order at 7:00 p.m.

Roll Call:

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

Oaths of Officers

- Oaths of Office for Officers and Trustees:
 - Secretary Crystal Ellis administered the Oath of Office to Nichole Kinney.

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:

- Stephanie Kohl made a motion to accept the approval of the minutes of July 14, 2025. The motion was seconded by Crystal Ellis and approved by a unanimous voice vote.

Treasurer's Report:

- We should have spent no more than 58% of our budget, if we did straight line budgeting, and we are at 43%.
- We are at 63% of expected revenues.
- Previously Outstanding checks now cashed: none
- Current Outstanding checks from July 2025 Bills: none
- Advia CD (Aug. 17th renewal) - we can only spend interest off this account-
 - The board wants the most interest possible and has requested Duane to make the decision to make the most interest possible.
- Duane will be working on updating signature cards.

Approval of the Bills:

- A unanimous roll call vote approved the payment of bills totaling \$26,037.03 following a motion by Margie Bertholomey and a second by Nichole Kinney.

Librarian's Report:

- Statistics:

- Registered Borrowers was up 3.6%, number of visitors were up 1.2%
- In-Library Programs: 54 participants
- Passive Programming: 421 participants
- Outreach: 353 participants
 - 41 SB attendees at SPR Pool Party
- Brenda met with Oscar Lockridge from Stateline Buzz to discuss the website RFP
- Miller Engineering completed the HVAC inspection
- Brenda attended the Prairie Cat Delegates Assembly at Freeport Public Library
- Brenda, Melissa, and Elaine met with Danielle Borst and Kristi Reuter from Angus Young to review the second set off library renovation plans
- Ameer Claire - RAILS- Top of the Pops: Some of the Best Children's Books of 2024
- Melissa, Heather, Danielle, Elaine, Ameer Claire, Brenda - Minitex-University of Minnesota -Managing Escalated Patron Situations Face to Face: Your Questions Answered
- 2025 SRP recap
 - 165 Children registered (up from 155 in 2024 and 123 in 2023)
 - 109 reported 100 minutes read (up from 104 in 2024 and 90 in 2023)
 - 80 reported 500 minutes read (up from 70 in 2024 and 63 in 2023)
 - 53 reported 1000 minutes read (up from 44 in 2024 and 33 in 2023)
 - 128 Teens and Adults registered-- (up from 121 registered in 2024 and 110 in 2023)
 - 708 tickets submitted (tickets up from 583 in 2024 and 566 in 2023)

Communications:

- Holian Insulation Class Action Settlement letter
 - The Holian Insulation Class Action Settlement letter was discussed, nothing we need to do because we got money from the first settlement.
- Winnebago County Board of Review Letters \$100,000 Tax Appeal
 - 6070 Gardner Street
 - 15755 Willowbrook Road
 - 7400 First Ranger Drive
 - The appeals were discussed, because we are so small compared to the other taxing bodies involved, it is not worth our fight.

Old Business:

- Angus Young - Interior Renovation Plan
 - The Interior Renovation Plan was discussed. Brenda is working with Angus Young to make their designs fit our needs in this library (for example, chairs that work for us).
- Interior Renovation Budget Approval Amount to Pull from Reserves
 - The interior renovation budget was discussed. We encouraged Brenda to question Angus Young on things we do not need. For example, we just got

new office chairs and want to be cautious of the price of items like rugs in the children's area. Emily Sager made a motion that in the future we are going to pull \$1,000,000 from reserve to pay for the renovation costs. Stephanie Kohl seconded the motion which was approved by a roll call vote.

New Business:

- Trustee Short Takes - Board Ethics
 - A video on board ethics was watched and discussed.
- First National Bank and Trust - Intra Fi ICS -
 - The First National Bank and Trust, Intra Fi ICS was discussed. When the auditor looks at our funds, not having collateralization for our funds at First National Bank and Trust causes red flags. The ICS service would put us in compliance with FDIC if we go over \$250,000. First National will waive our set up fee, but may have a small fee based on usage on the account (\$10-15 a month).
 - Margie Bertholomey made a motion to approve the Intra Fi ICS protection for our account at First National Bank and Trust. Nichole Kinney seconded the motion and it was approved by a roll call vote.
- Website Redesign Proposals -
 - Revive Creative, LLC Website Design Proposal
 - Stateline Buzz Website Proposal
 - The website redesign was discussed. Revive Creative, LLC Website Design seems like the best company to fit our needs. It will monitor compliance to ensure it is ADA compliant. Emily Sager made a motion to accept the proposal from Revive Creative, LLC for our website. Nichole Kinney seconded the proposal and it was approved by a roll call vote.

Trustees Comments:

- Margie wondered what we are going to do with the things we will no longer need once the remodel occurs. It is a great question that will be looked into. We will ask Angus Young what they recommend.

Adjourn:

- The meeting concluded at 8:16 p.m. following a motion by Stephanie Kohl and a second by Margie Bertholomey which was unanimously approved through a voice vote.

Emily Sager, President

Crystal Ellis, Secretary