

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

Call to Order:

- Vice President Emily Sager called the August 12, 2024 meeting to order at 7:00 p.m.

Roll Call:

- Present and answering the roll call were Trustees Emily Sager, Crystal Ellis, Margie Bertholomey, Duane Farnsworth, and Dan Arbiture. Trustee Kylie Loewecke arrived at 7:09. Trustees Jose Alarcon, Paula Richeson, and Michelle Matthys were absent. Also in attendance was Brenda Weinberg, Director of Library.

Election of Officers

Secretary Crystal Ellis administered the Oath of Office to new board member, Dan Arbiture.

Approval of Agenda:

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

Public Comment: N/A

Approval of Minutes:

- Margie Bertholomey moved to approve the regular board meeting minutes from July 8, 2024, with one amendment. The amendment pertained to the closed session, where voice recordings from 10/9/23 and 7/10/23 were initially scheduled for destruction. However, it was clarified that these recordings must be retained until they meet the criteria for destruction: being 18 months old, having written and approved minutes, and not requiring further preservation. Since these criteria have not yet been met, the minutes from 7/10/23 and 10/9/23 must be preserved and removed from the destruction list. Crystal Ellis seconded the motion, which was approved by a unanimous voice vote.

Treasurer's Report:

- Duane presented the treasurer's report.
- We should have spent no more than 58% of our budget, if we did straight line budgeting, and we are at 40%.
- We are at 19% of expected revenues.

Approval of the Bills:

- A unanimous roll call vote approved the payment of bills totaling \$17,443.06, following a motion by Duane Farnsworth and a second by Kylie Loewecke.

Librarian's Report:

- Boys and Girls Club Tuesdays - 4 programs - 83 participants
- Nature at the Confluence: Pages and Paths - - 4 program - 12 participants; Little Scientist/Friday Storytimes - 3 programs - 127 participants
- Walt Williamson Pool - 148 total participants
- July 8 - Brenda moved the StoryWalk from NATC to The Boys and Girls Club
- Brenda showed a video clip from Good Day Stateline regarding the Story/Walk from NATC.
- July 9 - Brenda met with Stephanie Kusibab to discuss establishing tactics for the Strategic Plan
- July 10 - Brenda contacted Therese Oldenburg for assistance in adding the accessibility statement to the library's website
- July 12 - Brenda visited Outta Bounds Disc Golf store to purchase 2 disc golf sets and bags for our future Library of Things collection
- July 15 - Brenda attended the City Council meeting for Dan Arbiture's appointment to the Library Board.
- July 17 - Brenda was interviewed by Good Day Stateline at NATC regarding the Pages and Paths program
- July 19 - Brenda added the new Vision and Mission Statements to the website's home page along with the library's 2025-2028 Strategic Plan.
- July 19 - Brenda spoke with Todd at WCHD to set up Narcan training and obtain a Red Box for distribution of Narcan.
- Summer Reading Results:
 - 155 Children registered
 - 104 reported 100 minutes read
 - 70 reported 500 minutes read
 - 44 reported 1000 minutes read
 - 121 Teens and Adults registered--583 tickets submitted

Communications:

- Chemtool class settlement claim instructions were received. The library did not file a claim but Brenda will process the claim on behalf of the library.

Old Business:

- N/A

New Business:

- Library board vacancy potential candidates were discussed. Both Stephanie and Nichole saw the vacancy and applied, they both look like great candidates. After much discussion, Kylie Loewecke made a motion to pass candidate Stephanie Kohl's name to South Beloit City Hall to replace Kylie as a library board trustee. Margie Bertholomey seconded the motion which was approved by a roll call vote.

- The vision and mission statement policy was discussed. Duane Farnsworth motioned with a second from Dan Arbiture to approve the vision and mission statement policy which was approved by a roll call vote.
- We watched the Trustee Short Take: Evaluating the Library Director and discussed it. We will do an evaluation of Brenda in October.

Trustees Comments:

- N/A

Adjourn:

- The meeting concluded at 7:54 p.m. following a motion by Duane Farnsworth and a second by Dan Arbiture which was unanimously approved through a voice vote.

Emily Sager, Vice President

Crystal Ellis, Secretary