

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

Call to Order:

President Jose Alarcon called the November 11, 2024 meeting to order at 7:00 p.m.

Roll Call:

- Present and answering the roll call were Trustees Jose Alarcon, Duane Farnsworth, Margie Bertholomey, Paula Richeson, Michelle Matthys, Crystal Ellis, and Stephanie Kohl. Trustees Emily Sager and Dan Arbiture were 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 Michelle Matthys and approved by unanimous voice vote.

Public Comment: N/A

Approval of Minutes:

- Duane Farnsworth made a motion to accept the approval of the minutes of October 14, 2024. The motion was seconded by Paula Richeson and approved by a unanimous voice vote.

Treasurer's Report:

- We should have spent no more than 83% of our budget, if we did straight line budgeting, and we are at 62%.
- We are at 99% of expected revenues.
- CDs coming due: BMO renews on 12/6 and Cornerstone renews on 12/29
 - Duane will call and see what the best deal is at time of renewals.
- Need to transfer money (\$250,000) from First National account to BMO account to pay bills.

Approval of the Bills:

- A unanimous roll call vote approved the payment of bills totaling \$18,295.29 following a motion by Paula Richeson and a second by Michelle Matthys.

Librarian's Report:

- In-Library Programs: 131 participants
- Passive Programming: 145 participants
- Community Puzzle: 6 participants
- Outreach: 870 participants- including 800 participants for South Beloit's Trunk or Treat
- James Griffin, Inspector from the South Beloit Fire Department found no violations
- Brenda confirmed termination dates for library employees as requested by City Hall
- Maggie from the Northpointe Birth Center was a guest reader for storytime
- Brenda submitted the 2025 closed dates to Prairie Cat
- Brenda completed the monthly Safety/Maintenance checklists
- Brenda worked on preparations for the FY 2025 budget

- Brenda watched the recording from ILA regarding Amazon Business Prime for ILA Institution members
- Brenda met virtually with Stephanie Kusibab regarding Key Performance Indicators for the Strategic Plan
- Brenda virtually attended the Prairie Cat Delegates Assembly meeting
- Brenda met with Duane regarding the BMO Enhanced Digital Smart Pack
- Chris from 42 Tech came to begin installation of the new public PCs
- Brenda shared positive email from patron

Communications:

- Winnebago County Board of Review Change Notice Letters
 - Three letters asking for reassessment of property.
- Chemtool Class Action Notice of Claim Deficiency
 - A letter was drafted and notarized stating Brenda has the right to file the claim on behalf of the library.

Old Business:

- N/A

New Business:

- . BMO Enhanced Digital Smart Pack - Discuss/Approve
 - Duane spoke with Sarah Gonzalez from BMO regarding the Enhanced Digital Smart Pack. This service would provide City Hall with limited access to the checking account for payroll purposes at a cost of \$40 per month. For an additional \$10 per month (totaling \$50 monthly), access could be extended to four individuals—Brenda and three additional members from City Hall.
 - After a short discussion, Michelle Matthys made a motion to accept the BMO Enhanced Digital Smart Pack at \$50 a month to give City Hall limited access to the BMO checking account for library payroll purposes, allowing Brenda and three City Hall members to access the account. Paula Richeson seconded the motion. The motion passed with one vote, Margie Bertholomey, against.
- FY 2025 Budget - Discuss/Approve
 - Duane and Brenda provided an overview of the 2025 Budget, noting that some funds will be allocated once further details from the strategic planning process are available. Corporate Replacement taxes are projected to decrease.
 - Following a brief discussion, Paula Richeson moved to approve the proposed FY 2025 Budget and to request the maximum amount allowable by law for the levy. The motion was seconded by Margie Bertholomey and passed through a roll call vote.
- Internet Access Policy - Discuss/Approve
 - Margie Bertholomey motioned to approve the Internet Access Policy. The motion was seconded by Paula Richeson and passed through a roll call vote.

- PerCapita Grant Requirements for FY 2024- Serving our Public 4.0 Chapters 9-13
 - Serving our public 4.0 chapters 9-13 were discussed.

Trustees Comments:

- N/A

Adjourn:

- The meeting concluded at 7:52 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