

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

Call to Order:

- President Emily Sager called the October 13, 2025 meeting to order at 7:01 p.m.

Roll Call:

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

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:

- Danielle Borst from Angus Young presented the library interior renovation refresh.
 - Not a whole lot will change, the renovation will focus on freshening the library up, the feel, the space allocation, and furniture.
 - Ensure everything is ADA compliant.
 - Increase space in the children's area- graphic on wall
 - Refresh the bathrooms by replacing fixtures, heat in the women's bathroom, auto door openers.
 - Repaving the parking lot, repouring concrete on some of the sidewalk, and adding handrails.
 - Ceiling updated- keeping traditional feel, pop of color over circulation desk
 - Update to LED lighting, new pendant lights.
 - Replace exterior and interior doors- modernize.
 - Windows will have bird collision and UV protection film put on them.
 - Carpet replaced - blue tones.
 - Fireplace, sitting area with magazine storage.
 - Duet Furniture Group providing furniture.

Approval of Minutes:

- Dan Arbiture made a motion to accept the approval of the minutes of September 8, 2025. The motion was seconded by Margie Bertholomey and approved by a unanimous voice vote.

Treasurer's Report:

- Previously Outstanding checks now cashed: Check #21514 for \$125 to Talcott Free Library District for SRP pool party.
- Current Outstanding checks from Sept 2025 Bills: None

- If we did straight line budgeting, we would expect to be at 75% of expenses at the end of Sept. Overall, we are at 53% for expenses without the renovation and 16% with it factored in and 100% for expected revenues.

Approval of the Bills:

- A unanimous roll call vote approved the payment of bills totaling \$39,095.59 following a motion by Duane Farnsworth and a second by Dan Arbiture.

Librarian's Report:

- Statistics:
 - Highest Month Check out: June; Lowest Month: February
 - In-Library Programs: 125 participants
- Passive Programming: 344 participants
- Outreach: 82 participants
 - Nature at the Confluence -Readers by the Rivers - Ameer Claire - 6 participants
 - SBHS Post-Secondary Night - Melissa and Elaine - 76 participants
- Administration:
 - Brenda met with Mat Grasseschi from System Furniture Installation regarding rehoming library shelving
 - Brenda sent the requested information regarding larger address numbers for the library to Sonya Hoppes
 - Brenda watched the RAILS Member Update for Sept 10, 2025
 - Brenda contacted Wildlife Services again for exterior rodent removal
 - Brenda confirmed the library's participation in the Trunk or Treat in the city park
 - Brenda submitted a letter of support on behalf of the library for the City's Open Space Land Acquisition and Development Grant Application
 - Brenda communicated with the librarians at Clark and Riverview Elementary for the 2026 Monarch Award program
 - Brenda watched the RAILS Minute Sept 17, 2025 podcast
 - Brenda shared the opportunity for the Letters About Literature in Illinois - Statewide Reading and Writing program with the applicable South Beloit School District personnel
 - Brenda sent information regarding the 2026 Monarch Award program to homeschool families
 - Brenda, Melissa, and Ameer Claire worked with Julie Uram at NATC for planning the 2026 Readers by the Rivers program
 - Brenda submitted the ILLINET Interlibrary Loan and Reciprocal Borrowing Survey
 - Brenda and Melissa met with BSN Books for pick-up of weeded books
 - Brenda re-watched the RAILS CE archive webinar on competitive bidding
 - Brenda submitted the invoices for the Roscoe/Rockton Rotary 2025 Literacy Grant
 - Brenda and Elaine met with Amy Wolski to review the framework for the new website

- Brenda, Elaine, and Danielle worked on revising the content for the Community Resource section of the new website
- After the sale of Baker and Taylor to ReaderLink fell through, Brenda and Melissa decided to use Amazon for our book vendor, at least temporarily.
- Brenda watched the ISL Teams meeting for promoting the IRIS-Illinois Reliable Information Sources to patrons
- Staff:
 - Melissa has been continuing the weeding process in anticipation of the renovation.
 - The revamped Nature Backpacks (6) and Early Literacy Backpacks (7) were made available in September.
 - The laminator was also added to the Library of Things and made available in September.
 - Elaine labeled the 2026 Monarch and Bluestem Award nominated books and created displays for each of them.
 - Ameer Claire - The University of Wisconsin - Madison The Information School - Basic Spanish for Library Workers 1 hr
 - Ameer Claire - RAILS - Facilitating Gender-Inclusive Librarianship through Centering Queer Communities 1 hr
 - Danielle - RAILS - Senior Programming in Public Libraries 1 hr, The Heart of Collaboration 1 hr, YP (Youth Programming) webinar 2 hrs

Communications:

- The properties located at 7400 First Ranger Dr., 15755 Willowbrook Rd., and 6070 Gardner St. are appealing their property taxes through the Winnebago County Board of Review.

Old Business:

- Dan Arbiture made a motion to approve the Angus Young Interior Renovation Proposal. Margie Bertholomey seconded the motion. It was approved by a roll call vote.

New Business:

- SBPL Board Meeting schedule for 2026
 - SBPL Board Meeting schedule for 2026 was discussed and approved. A motion was made by Dan Arbiture and seconded by Margie Bertholomey to approve the 2026 SBPL board meeting schedule. The motion was carried by a roll call vote.
- Employee wage increases for FY 2026 and holiday bonus for 2025
 - Emily Sager made a motion which was seconded by Duane Farnsworth and approved by a roll call vote to approve a 3% cost of living increase and up to 2% merit pay based on the director's recommendation for FY2026. The holiday bonus will be \$150 for 2025.

- Trustee Short Takes - Library Policies
 - A video on Library Policies was watched and discussed.

Executive Session:

- At 8:13 pm, after a motion by Emily Sager, seconded by Margie Bertholomey and a unanimous roll call vote, the board went into a closed meeting to Discuss personnel issues as provided by 5 ILCS 120/2 (c) (1) of the Illinois Open Meetings Act - Director Review.

Reconvene to Open Session:

- Reconvene to Open Meeting session at 8:21 by roll call vote.

Order of Business (from Exec Session):

- At 8:21 pm, after a motion by Margie Bertholomey seconded by Emily Sager and a unanimous roll call vote, the board went into a closed meeting to discuss personnel issues as provided by 5 ILCS 120/2 (c)(1) of the Illinois Open Meetings Act- Director Review
- Dan Arbiture motioned that the Director receive a 6% increase in salary and a \$150 holiday bonus, Emily Sager seconded, and the motion was passed by unanimous roll call vote.
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Trustees Comments:

- We plan to share a public information post and media release to inform the community about the upcoming refresh project, including details on the funding sources. These renovations were requested on strategic plan surveys. We'll also invite the public to an open house.
- Brenda is going to inquire whether local bookstores could serve as a viable source for book vendors, as Baker & Taylor is going out of business. This would also allow us to support local businesses.

Adjourn:

- The meeting concluded at 8:25 p.m. following a motion by Duane Farnsworth and a second by Dan Arbiture which was unanimously approved through a voice vote.

Emily Sager, President

Crystal Ellis, Secretary