

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 December 9, 2024 meeting to order at 7:00 p.m.

Roll Call:

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

Public Comment: N/A

Approval of Minutes:

- Dan Arbiture made a motion to accept the approval of the minutes of November 11, 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 92% of our budget, if we did straight line budgeting, and we are at 66%.
- We are at 102% of expected revenues.
- November was the second time the city processed bills with the new system with no errors.
- CD at BMO renewed for 13 months at 3.85%
- CD at Cornerstone renewing 12/29/24- renew to 7 months at 4.4%.

Approval of the Bills:

- A unanimous roll call vote approved the payment of bills totaling \$20,041.68 following a motion by Paula Richeson and a second by Dan Arbiture.

Librarian's Report:

- In-Library Programs: 118 participants
- Passive Programming: 166 participants
- Community Puzzle: 11 participants
- Outreach: 122 participants-
- Brenda enrolled the library in ILA's offer for a free Amazon Business Prime account
- Brenda met with Duane to review budget proposal for FY2025
- Brenda took the vacuum up to Nilson's House of Vacuums for repair
- Veteran Rob McLain was a guest reader for storytime
- Brenda assigned CE from Ryan Dowd's Homeless training portal
- Brenda reviewed and updated required employment posters
- Brenda and Melissa worked on establishing a daytime Lego Club in addition to the evening club

- Brenda coordinated with Julie Uram at NATC for a quarterly eco-book club in 2025
- Clint Wolf from Beloit Daily News dropped off the Books for Kids collection box
- Brenda did planning for Winter Dazzle at NATC on Jan 25, 2025
- Brenda completed the monthly Safety/Maintenance checklists
- Brenda attend the Family Reading Night at Clark Elementary
- Brenda and Elaine attended the Boys and Girls Club Thanksgiving Dinner for members
- Brenda submitted the BMO Enhanced Digital Smart Pack documents signed by Duane Farnsworth
- Goals Based on FY 2025 Serving Our Public 4.0/Per Capita Grant and Strategic Plan
 - Chapter 1 - Illinois Public Library Core Standards
 - Refresh the interior of the library for appearance and ADA compliance
 - Audit and address accessibility issues on the website and social media platforms
 - Chapter 2 - Governance and Administration
 - Dispose of public records as appropriate following established guidelines
 - Chapter 4 - Access
 - Purchase multipurpose lounge style chairs for flexible reading/workspaces
 - Chapter 5 - Building Infrastructure and Maintenance
 - Complete building improvements as funds allow -- painting, windows and window treatments, lighting, carpet, drinking fountain
 - Chapter 7 - Collection Management
 - Curate early literacy kits for circulation
 - Purchase additional items for the Library of Things collection
 - Chapter 10 - Programming
 - Develop a collection of sensory bins

Communications:

- N/A

Old Business:

- N/A

New Business:

- A short discussion occurred regarding the Per Capita Grant FY 2025. The grant was submitted.
- Fleming Heating and Air Conditioning-basement furnace
 - Last year we replaced HVAC units on the roof. We have not done anything with the basement furnace. A Fleming repairman visited and made a small repair and it was recommended the furnace be replaced due to age. After discussions we will seek quotes from companies to ensure our due diligence to taxpayers.

Trustees Comments:

- N/A

Adjourn:

- The meeting concluded at 7:30 p.m. following a motion by Paula Richeson and a second by Duane Farnsworth which was unanimously approved through a voice vote.

Emily Sager, Vice President

Crystal Ellis, Secretary