

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

Call to Order:

- Jose Alarcon called the June 10, 2024 meeting to order at 7:00 p.m.

Roll Call:

- Present and answering the roll call were Trustees Jose Alarcon, Emily Sager, Kylie Loewecke, Crystal Ellis, Paula Richeson, and Duane Farnsworth (arrival at 7:01). Trustees Ruth Marty, Margie Bertholomey, and Michelle Matthys were absent. Also in attendance was Brenda Weinberg, Director of Library.

Approval of Agenda:

- Kylie Loewecke 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:

- Paula Richeson made a motion to accept the approval of the regular board meeting minutes from May 16, 2024 (rescheduled from May 13, 2024). The motion was seconded by Emily Sager and approved by a unanimous voice vote.

Treasurer's Report:

- Duane presented the treasurer's report.
- We should have spent no more than 42% of our budget and we are at 30%, if we did straight line budgeting.
- We are at 12% of expected revenues.

Approval of the Bills:

- A unanimous roll call vote approved the payment of bills totaling \$16,548.30, following a motion by Paula Richeson and a second by Kylie Loewecke.

Librarian's Report:

- Community Puzzle: 27 participants
- May 3: The library hosted Julie from NATC for storytime
- May 4: The Board and staff met for the Strategic Planning Workshop
- May 6: Brenda completed the monthly new patron Welcome Series for new April patrons
- May 10: Brenda attended the virtual Prairie Cat Member Update
- May 14: Brenda attended the virtual training for the iLead Trustee Training Portal
- May 14: Brenda met with SBPD Chief Adam Truman to review Emergency Response procedures
- May 15: Brenda met with City Administer Sonya Hoppes and City Clerk Tracy Patrick regarding the new city app
- May 16: Brenda inquired with City Hall about the potential for coordinating a welcome packet for new residents in the city

- May 21: Brenda attended the American Libraries webinar Public Libraries and the Open Access Movement
- May 21: Brenda worked with Stephanie Kusibab reviewing the draft plan for the proposed 2025-2028 Strategic Plan
- May 22: Brenda attend the local SB Lions meeting to accept a donation check
- Staff finished the last of the preparations and decorating for Summer Reading Program

Communications: N/A

Old Business:

- The Proposed Strategic Plan 2025-2028 was discussed. A few punctuation/editing comments were recommended. On goal #1: add a comma before the and. On goal # 2: Edit to say: Design a contemporary, adaptable, and more energy efficient space. Kylie Loewecke made the motion to approve the 2025-2028 proposed strategic plan. It was seconded by Duane Farnsworth and approved by a unanimous voice vote.

New Business:

- The Weather/Emergency Related Closings Policy was discussed. The core of the policy did not change, parts were clarified. Kylie Loewecke motioned to approve the policy. Emily Sager seconded the motion and it was approved through a roll call vote.
- The Non-resident Fee was discussed. It is determined by a general mathematical formula based on property tax income, local population, and average household size. The proposed amount for 2024 is \$82. Emily Sager made a motion, seconded by Paula Richeson, and the motion was approved through a roll call vote.
- Library Board Term renewals/vacancies were discussed. Jose Alarcon and Crystal Ellis will renew their terms and remain on the board. Ruth Marty will be resigning her position. Kylie Loewecke will be resigning her position in August.
- Trustee Short Takes
 - The board tabled the Library Policies short takes until next month.

Trustees Comments: N/A

Adjourn:

- The meeting concluded at 7:28 p.m. following a motion by Paula Richeson and a second by Duane Farnsworth which was unanimously approved through a voice vote.

Jose Alarcon, President

Crystal Ellis, Secretary