

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

**Call to Order:** President Jose Alarcon called the June 11th, 2018 meeting to order at 7:00 p.m.

**Roll Call:** Present and answering to roll call were Trustees Jose Alarcon, Marilyn Bukove, Roy Cruse, Glenn Lineman, Jarrod Peterson, and Emily Sager. Also in attendance was Brenda Weinberg (librarian). Trustees Amber Laue, Margie Bertholomey, and Linda Chambers were absent.

**Approval of Agenda:** Marilyn made a motion to approve the agenda. It was seconded by Roy and approved by unanimous voice vote.

**Public Comment:** N/A

**Approval of Minutes:** Marilyn made a motion to accept the approval of the minutes of May 14th, 2018. The motion was seconded by Emily and approved by unanimous voice vote.

**Treasurer's Report:** Treasurer's report was presented. We received our first Winnebago Tax Revenue payment. We should have spent no more than 42% of our budget and we are at 37%.

Auditor reviewed our records and found one discrepancy with one of our BMO Harris Bank CD statements. Glenn contacted BMO and they admitted to their error and sent the auditor an updated statement reflecting our correct current balance in that account.

**Approval of the Bills:** A unanimous roll call allowed the bills of \$21,967.69 to be paid after Emily's motion and Marilyn's second.

**Librarian's Report:** Librarian's report was presented. Melissa Weidman has been hired as a part time circulation assistant.

Five hundred dollars in Memorial money for Ortus Dunbar was given. Letters were sent to the family and the people who donated.

Summer Reading club began on 5/29 and we have 85 registered. Passive programming is being done this summer in which an activity is out all week for patrons to engage with instead of active programming where we sponsor bigger events.

Middle Makers club had 12 youth come to the making of a mug. Thank you to Danielle who is doing a great job leading that club!

South Beloit Lion's Club gave us \$500.

Brenda has completed the FOIA and OMA certifications as part of her interim director duties.

**Communications:** N/A

**Old Business:** N/A

**New Business:**

**Personnel Committee:** John Keister of John Kreister & Associates sent us a letter regarding our search for a new director and offered his company's services should the board vote to hire a consultant. A personnel committee was formed for the search for our last director and a consultant was not hired. The board agreed that hiring a consultant was an option but that at this time we do not want to pursue that option.

Glenn made a motion to form a personnel committee, Jarrod seconded, and the motion passed with a unanimous roll call vote. Trustees Marilyn Bukove, Emily Sager, and Jarrod Peterson volunteered to be part of the committee.

**Ramp Repair:** The board discussed getting quotes from contractors on what to do with our ramp that is in need of repair. Glenn had said that the last cost in the 80's for the ramp was about \$55,000. Glenn volunteered to research some contractors and Jarrod offered to talk with the Maintenance Director at the Middle School to see if he has any suggestions. All contractors can contact Brenda at the library.

**Trustee Term Renewals:** Jose, Marilyn, and Jarrod's current terms on the board are up at the end of June. Terms are 3 years and there is no cap on the number of terms a trustee can serve. Jose, Jarrod, and Marilyn all indicated their intentions to continue serving on the board. Brenda will send that information over to the Mayor's office soon.

**Executive Session:**

**Reconvene to Open Meeting:**

**Order of Business**

**Adjourn:** Meeting adjourned at 7:45 p.m. after Marilyn motioned, Roy seconded, with a unanimous voice vote.

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Jose Alarcon, President

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Emily Sager, Secretary