

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

Call to Order: President Jose Alarcon called the October 8th, 2018 meeting to order at 7:00 p.m.

Roll Call: Present and answering to roll call were Trustees Jose Alarcon, Margie Bertholomey Marilyn Bukove, Roy Cruse, Glenn Lineman, Amber Laue, Jarrod Peterson, and Emily Sager. Also in attendance was Brenda Weinberg (librarian) and Joe Stadelman from Angus Young & Associates.

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

Public Comment: Ramp Repair: Joe Stadelman from Angus Young & Associates presented us with two options for the ramp repair/replacement. He showed the board a sketch of what a sloped walkway would look like and gave a project estimate of \$22,888 and also let us know that the ramp repair would cost around \$20,288. The board discussed the two options and decided to ask Joe for one more sloped walkway option.

Approval of Minutes: Emily made a motion to accept the approval of the minutes of September 10th, 2018. The motion was seconded by Marilyn and approved by unanimous voice vote.

Treasurer's Report: Treasurer's report was presented. A Winnebago County Tax Payment was released so we had additional revenue come in. Expenses year to date should be no more than 70% and we are at 61% so we are right on track for our spending.

Brenda and Glenn will be working on a proposed budget for 2019 and will present that budget at the November meeting.

Approval of the Bills: A unanimous roll call allowed the bills of \$13,652.36 to be paid after Amber's motion and Roy's second.

Librarian's Report: Librarian's report was presented.

Outreach: Meetings: September 6 - Brenda attended the City Center Council meeting, a non-jurisdictional group of community leaders dedicated to improving the communities of Beloit and South Beloit.

Administration: Becky Garrow sent out thank you letters to the businesses that supported our Summer Reading program.

Staff are working on completing their requirements for the FY2019 Per Capita Requirements: Disability Awareness Training, Reference and Reader's Advisory Services, and the Illinois Veteran's History Project.

The library was a recipient of 5 children's books and 5 adult books from Illinois STARNET, an Illinois State Board of Education Training and Technical Assistance Project which provides a variety of opportunities for personal and professional growth for those who touch the lives of young children, ages birth through eight, with an emphasis on children with special needs.

We had 6 teens attend our first Teen Book Club at SBHS-a partnership with the Band G Club 21 Century CLC. It was led by Melissa, also in attendance was Jake Wedig and Sean Weinberg.

Brenda viewed the webinar from RAILS titled Budget and Levy Secrets for Libraries.

On September 28, we had two staff, Elaine Isely and Melissa Weidman, attend the PrairieCat Users Group (PUG) Day event held in Moline, IL. It is an annual event dedicated to professional development, networking, and continuing education. In 2019, it will be held in Rockford, IL.

The staff picks display, started in June, continues to be popular with patrons.

The What's New Wednesday Facebook posts, started in August, which feature new library items are also popular with patrons. Melissa selects an item and submits the information to me for posting.

Communications: Brenda showed us a flyer indicating that Cornerstone Credit Union, right next door to the library, is having its grand opening in about two weeks and asked if anyone wanted to attend with her for the ribbon-cutting ceremony. Emily, Marilyn, and Margie expressed interest in attending with Brenda if their schedules allowed.

Old Business: The board discussed the quotes that Brenda received for removal of the tree in the back of the library. The board received two bids. Amber motioned that we move forward with Busy Beaver Tree Care's bid of \$775.00, Emily seconded, and the motion was passed by unanimous roll call vote.

Executive Session: At 7:55 pm, after a motion by Emily, seconded by Margie, 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 regarding the hiring of a new Director.

Reconvene to Open Meeting: With a motion by Marilyn, seconded by Margie, and by a unanimous roll call vote, the board reconvened to an open session at 8:16 pm.

Order of Business (Vote on Executive Session Discussions): The personnel committee gave their recommendations to the board regarding a new Director. Emily motioned that Brenda Weinberg be offered the position of Director of the South Beloit Public Library, Jarrod seconded, and the motion was passed by unanimous roll call vote.

New Business:

Board Vacancy: The board discussed the two applicants for the board vacancy. After discussion, the board will send Ryan Adleman's name to the Mayor for City Council to approve.

Trustees Meeting Schedule for 2019: With a motion by Emily, seconded by Marilyn, and by a unanimous roll call vote, the board approved the Trustees Meeting Schedule for 2019.

FY 2019 Per Capita Grant Requirements for Trustees: Brenda told the board that we have requirements that we must fulfill and she will be emailing the board more information on how we can complete those requirements.

Adjourn: Meeting adjourned at 8:31 p.m. after Emily motioned, Amber seconded, with a unanimous voice vote.



Jose Alarcon, President



Emily Sager, Secretary