

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

**Call to Order:** President Jose Alarcon called the February 11th, 2019 meeting to order at 7:00 p.m.

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

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

**Public Comment:** N/A

**Approval of Minutes:** Ryan made a motion to accept the approval of the minutes of January 14th, 2019. The motion was seconded by Jarrod and approved by unanimous voice vote.

**Treasurer's Report:** Treasurer's report was presented. Our revenues are 2% of our budget and we are waiting on Winnebago Tax Revenues to come in the next couple of months. Our expenses should be no more than 8-9% of our budget and we are at 6% so we are in good shape.

Glenn spoke with Cornerstone and he is waiting for confirmation that they are going to match CD rates from around the area

**Approval of the Bills:** A unanimous roll call allowed the bills of \$15,868.44 to be paid after Emily's motion and Margie's second.

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

**Administration:**

January 15 and 24 - consulted with prospective cleaning services. On various days and times, I worked on compiling information for the FY2019 IPLAR due March 1, 2019.

On January 25 representatives from the Mending Hearts Rescue came to talk the Middle Makers about their organization. They will be the recipients of the dog toys made during this semester's Middle Makers community service project.

**Staff:**

Melissa is now an editor/contributor to the library's Facebook page.

The library was closed on Jan 30 and opened at noon on Jan 31 due to weather. The quarterly Delegates Assembly meeting in Malta was also canceled due to weather.

**Communications:** N/A

**Old Business: Ramp Repair:** The board discussed the option of adding to the building in the future. If we added on to the building via an addition, we would have to add parking spaces or apply for a variance. The ramp would not limit our ability to expand in the back but it would limit our adding to the front. Further discussion will be had at the next meeting about the building and the ramp/sloped walkway.

**New Business:** Brenda filed the IL Public Library Annual Report.

**Cleaning Service Vendors:** The board discussed hiring another cleaning vendor after our current vendor announced a significant price increase. Brenda had sourced options and received other quotes. After discussion, Emily motioned that the board approve Crystal Image Cleaning Inc. to clean the library building, Ryan seconded, and the motion was passed by unanimous roll call vote.

**Executive Session:** At 7:31 pm, after a motion by Emily, seconded by Glenn, 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.

**Reconvene to Open Meeting:** With a motion by Margie, seconded by Emily, and by a unanimous roll call vote, the board reconvened to an open session at 7:43 pm.

**Order of Business (Vote on Executive Session Discussions):** Glenn motioned that the board approve the 2.1% consumer price index raise for Brenda, the Director of the Library, Margie seconded, and the motion was passed by unanimous roll call vote.

**Trustees Comments:** N/A

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

  
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Jose Alarcon, President

  
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Emily Sager, Secretary