

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

**Call to Order:** President Jose Alarcon called the May 13, 2019 meeting to order at 7:00 p.m.

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

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

**Public Comment:** Jacob indicated that an anonymous donor was willing to possibly donate 1-2 million dollars to a new library project should the board decide to pursue the project. The board asked questions of the Mayor and Jacob and the board will continue to discuss whether a new library project is an option for us in the future.

**Approval of Minutes:** Amber made a motion to accept the approval of the minutes of April 8, 2019. The motion was seconded by Ryan and approved by unanimous voice vote.

**Treasurer's Report:** Treasurer's report was presented. Our revenues are a little low as we are still waiting on Winnebago Tax Revenues to come in. Our expenses are at 21% of the budget so we are in good shape. Glenn talked to BMO about our expiring CD and liquidated it. Glenn will work to get a new CD at Cornerstone soon.

**Approval of the Bills:** A unanimous roll call allowed the bills of \$14,886.97 to be paid after Amber's motion and Ryan's second.

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

**Meetings:**

April 4 - Brenda attended the City Center Council meeting at BPL.

April 18 - Brenda attended the Director's meeting at Oregon Public Library.

April 22 - Therese from NATC met with Brenda, Danielle and Melissa to discuss potential for summer partnerships between NATC and the library.

April 24 - Brenda attended the Delegate's meeting at Kishwaukee Community College in Malta.

**Administration:**

April 2- Brenda submitted the LBSS grant.

April 8 -Brenda provided a lunch for the library staff for National Library Week and Library Worker Day.

Brenda is looking into enrolling the library as a participant in Explore More Illinois. A free program that allows Illinois public library cardholders to access offers for free or discounted passes to museums, park districts, historical societies and other attractions

**Staff:**

April 9 - Becky completed a 1 hour RAILS webinar on Serving Patrons with Dementia and Alzheimer's disease.

April 30 - Brenda watched a 1 hour webinar from the State Library of Iowa on serving mentally ill library users.

Kathy has begun weeding books in the children's department both (fiction and nonfiction) that have not circulated in the last 5 years.

During the month Danielle completed a School Library Journal 4.5 hour webcast on Middle School Magic. It highlighted books and activities for middle schoolers.

**Communications:** The board received another thank you letter from the Fago family.

**Old Business:** Ramp Repair- Colored Renderings: After discussion, Margie motioned to proceed with the design and printing of the colored renderings in the amount of \$800.00. Amber seconded and the motion was passed via a 7-1 in favor roll call vote. (Jose, Margie, Ryan, Roy, Glenn, Emily, and Amber voting "yes" and Marilyn voting "no")

**Strategic Planning Discussion:** Margie led the discussion in which the board reviewed and discussed three main items:

1. **Staff Development:** Brenda and her staff have been and continue to attend training opportunities and watch webinars and trainings.
2. **Address Building Needs:** The board has been addressing building needs with the new ramp repair project and the board is continuing to discuss how to best utilize the inside space to make it more accessible and use the space better for programming.
3. **Outreach and Community Visibility:** Our brochure is now in English and Spanish and Brenda and her staff are continuing to outreach to schools and clubs around the community.

**New Business:** Personnel Policy Review- Vacation Policy: The board reviewed the policy and suggested changes be made to wording to make the policy more clear. Brenda will update the policy and the board will revisit the policy at the next meeting.

**Executive Session:** N/A

**Reconvene to Open Meeting:** N/A

**Order of Business:** N/A

**Trustees Comments:** N/A

**Adjourn:** Meeting adjourned at 8:30 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

Margaret Bertholomey - Vice -  
President