

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

Call to Order: Vice-President Margie Bertholomey called the June 10th, 2019 meeting to order at 7:00 p.m.

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

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

Public Comment: N/A

Approval of Minutes: Amber made a motion to accept the approval of the minutes of May 13, 2019. The motion was seconded by Emily and approved by unanimous voice vote.

Treasurer's Report: Treasurer's report was presented. We are still waiting for the Winnebago County Tax Revenue to come in. Glenn is working on moving the CD from Harris Bank over to Cornerstone. He is shopping around for a competitive rate and then he will ask Cornerstone to match that rate.

Approval of the Bills: A unanimous roll call allowed the bills of \$17716.10 to be paid after Amber's motion and Roy's second.

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

Meetings:

May 2-Brenda attended the City Center Council meeting at BPL.

May 20 - Amber Laue gave a demonstration of the Cricut machine. The staff and Brenda have been using it to personalize items for summer reading with the library logo.

May 22 – Brenda attended the South Beloit Lions Club meeting. They awarded the library \$500.

Administration:

May 8 and 9 - During Clark's preschool screening and registration, Brenda had a table with literature about preschool programming opportunities available at the library, as well as library brochures in both Spanish and English.

May 17 -Brenda assisted with mock interviews for students in the College and Career Readiness program at the South Beloit High School.

May 22- Brenda visited Clark Elementary to promote our summer reading program.

May 23 -Danielle visited Riverview Elementary to promote the summer reading program.

Staff: May 16 - Danielle and Melissa attended a 6-hour class sponsored by LACONI at NUI-Naperville on Weeding and Collection Development.

May 21 - Melissa completed a 1-hour webinar on conducting effective reference interviews in order to be able to assist for patrons on their requests for information.

May 22 - Becky watched a 1-hour webinar titled Is that Real? A Crash Course on Verifying Online Content.

-Becky has been contacting/visiting businesses to acquire donations for the Adult/Teen Summer Reading prizes.

-Kathy is continuing to weed non-circulating adult books.

- All staff have been contributing to summer reading preparations.

Communications: The board received a thank you card from Becky Garrow for the flowers the Board sent for the passing of her sister-in-law.

Brenda received a thank you note from the South Beloit High School students, thanking her for interviewing them.

The library received a postcard from the South Beloit American Legion Auxiliary letting the Board know that the Auxiliary has disbanded.

Old Business: Ramp Repair- Blackhawk Steps Repair: The Board received color renderings of the project. After discussion about the front steps, Brenda will get a quote to fix and/or replace the stairs in front of the building, facing Blackhawk. A tentative schedule was sent to the Board regarding the ramp project:

Drawings: 7/10

Q & A: Owner Review Complete: 7/17

Out to Bid: 7/18

Bids Due: 8/15

Construction Start: 9/15

Construction End: 11/15

The board will discuss the schedule as well as adding a possible supplement to the cost of the project for the possible repair of the steps at the July board meeting.

Strategic Planning Discussion: No comments.

New Business: Personnel Policy Review- Vacation Policy: After discussion, Brenda will purchase a subscription to HR source. Brenda will then send the policy to them for review and suggestions.

Non-resident fee determination: After discussion, Glenn motioned that the non-resident fee be set at \$85.00 beginning July 1. Amber seconded and the motion was passed via unanimous roll call vote.

Trustee Term Renewals for Margie Bertholomey, Orlend Cruse, and Amber Laue: Margie, Orlend (Roy), and Amber all indicated that they would like to renew their terms.

Parking Lot Use: After discussion, Brenda will investigate putting up a sign that indicates that only library patrons can park in the library lot and she will talk to Cornerstone and offer to allow their employees to park in our lot until their parking lot is finished.

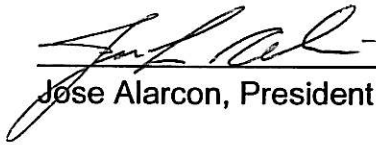
Executive Session: N/A

Reconvene to Open Meeting: N/A

Order of Business: N/A

Trustees Comments: N/A

Adjourn: Meeting adjourned at 8:04 p.m. after Roy motioned, Amber seconded, with a unanimous voice vote.



Jose Alarcon, President



Emily Sager, Secretary

