

*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 August 12th, 2019 meeting to order at 7:00 p.m.

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

Approval of Agenda: Marilyn made a motion to approve the agenda. It was seconded by Jarrod 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 July 8th, 2019. The motion was seconded by Roy and approved by unanimous voice vote.

Treasurer's Report: Treasurer's report was presented. We received a payment for the Winnebago County Tax Revenue. We should have spent no more than 58% of our budget and we are at 39%.

Glenn will get a new CD this week at 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 \$19,212.20 to be paid after Ryan's motion and Jarrod's second.

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

Outreach: Every Tuesday from 9:30am - 11:00am Danielle at the Stateline Boys and Girls Club. She has been sharing a craft and book related to our summer reading theme. July 18 - Danielle and Melissa held our Bookends and Backbends at event NATC during their Fire and Drum Circle event.

Meetings:

July 30 - Jim Griffin from HRSource came to the library to perform a HR check-up. July 31 - Brenda attended the Delegates Assembly, meeting held at Kishwaukee Community College as required as part of our membership in the PrairieCat consortium.

Administration: We will be having a School Supplies for Fines event from August 13 - August 31. Collected items will be donated to the South Beloit School District. For National Library Card sign-up month in September, we will be having a book sale at the library.

Staff: July 18 - Melissa completed a 1-hour WebJunction webinar on Fine-tuning Facebook for Libraries.

Communications: N/A

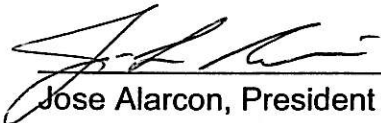
Old Business: Ramp Repair- Angus Young & Associates Update: The board discussed the bid process for new ramp project. The deadline for bids is August 20th at 2:00pm. The bids will be accepted by Brenda and Angus Young and will be read at that time. The board proposed a special meeting time of August 26th at 7:00pm to discuss the bids that will be received.

New Business: Automatic Door Opener Electrical Quote: The board discussed the electric quote from McGilva Electric. After discussion, Glenn motioned to approve the bid as is from McGilva Electric in the amount of \$1,285.00 for the automatic door opener. Ryan seconded and the motion was passed via unanimous roll call vote.

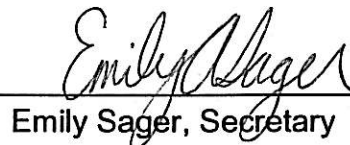
Personnel Policy Review- Vacation Policy: The board reviewed and discussed the staff vacation policy. After discussion, Emily motioned that the board approve the vacation policy with the addition of further explanation of unused vacation time via payout. Ryan seconded and the motion was passed via unanimous roll call vote.

Trustees Comments: N/A

Adjourn: Meeting adjourned at 7:51 p.m. after Margie motioned, Marilyn seconded, with a unanimous voice vote.



Jose Alarcon, President



Emily Sager, Secretary