

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

Call to Order: President Jose Alarcon called the December 14, 2020 meeting to order at 7:00 p.m. The meeting was held virtually within the recommendations of the extension of the guidelines of Governor's Pritzker's Executive Order due to the COVID-19 crisis.

Roll Call: Present and answering to roll call were Trustees Jose Alarcon, Margie Bertholomey, Ryan Adleman, Duane Farnsworth, Kylie Loewecke, Emily Sager, and Jarrod Peterson. Absent were trustees: Marilyn Bukove and Amber Laue. Also in attendance was Brenda Weinberg (Director of Library), Joe Stadelman from Angus Young, and Nick Dimassis, CEO of Venture Libraries.

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 November 9th, 2020. The motion was seconded by Duane and approved by unanimous voice vote.

Treasurer's Report: Treasurer's report was presented by Ryan. We have spent 105% of our budget which includes the ramp repair project costs and janitorial services.

Ryan renewed the CD at BMO Harris, the new mature date is 5/6/22.

Approval of the Bills: A unanimous roll call allowed the bills of \$28,059.76, with the addition of \$525 in staff bonuses, to be paid after Emily's motion and Ryan's second.

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

Meetings:

Administration:

Nov 9 - Brenda received books from Mayor Ted Rehl on behalf of the Rotary
Nov 13 - Brenda participated in a RAILS webinar Director Essentials – Facilities 2 hr
Nov 16 - Brenda met with Steve Hatch at St Peter's to look at their library collection
Nov 18 - Brenda watched the PrairieCat Member Update meeting – 30 min
Nov 20 - Brenda attended the virtual meeting for local Directors – 1hr
Nov 23 - Brenda watched a webinar on the RAILS CE Archives - Space Planning 1 hr
Nov 25 - Brenda watched a webinar on the RAILS CE Archives – Space Planning without the Space: Reimagining Your Existing Library - 1 hr

Staff:

The new dual return for library materials was delivered on November 11. The old book drop was picked-up by the Village of Berkeley Public Library.

This year we were unable to contribute as a drop off location for the Beloit Daily News Books for Kids campaign. We did promote it on our Facebook page.

The Storytime Book Bundles, Family Craft, and Makers Take and Make passive programs continue to be popular.

Staff has been scanning weeded books utilizing Better World Books for responsibly redistributing books. We will be switching to Sustainable Shelves. A program from our book vendor, Baker & Taylor to receive a percentage of the resale value back as a discount from our purchases.

Communications: Letter from Kathy Fago- Brenda read Kathy's retirement letter to the board. December 11th was her last day.

Old Business: N/A

New Business:

Circulation Policy - After discussion, Emily motioned that the board approve the Circulation Policy. Jarrod seconded and the motion was passed via unanimous roll call vote.

Update authorized signers on Clara Devor Endowment checking account at First National Bank and Trust - Glenn is taking care of this. Brenda sent minutes with the officers listed to Glenn to submit to Sabrina at First National and this should take care of the issue.

Proposals from Enberg Anderson – Discuss- Brenda will follow up with Joe from Enberg Anderson and the board will discuss his proposal at the January meeting.

Proposals from Angus Young- Discuss- Joe Stadelman and Nick Dimassis spoke about how they would assist the library. Joe talked about his engineers doing a conditions assessment of the building, identifying anything that might need to be fixed down the road as well as providing graphic representation for any plans and concepts. Nick talked about design, trends, strategic plan, and thinking about the physical plan and space.

The board will discuss their proposal further at the January board meeting.

Executive Session: At 8:27 pm, after a motion by Emily, seconded by Ryan, 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- Staff minimum wage increase and wages schedule for 2021-2025.

Reconvene to Open Meeting: With a motion by Emily, seconded by Jarrod, and by a unanimous roll call vote, the board reconvened to an open session at 8:50 pm.

Order of Business (Vote on Executive Session Discussions):


Emily motioned that the board approve the 2021-2025 minimum wage increase schedule, Ryan seconded, and the motion was passed by unanimous roll call vote.

Trustees Comments: Margie wished everyone a happy holiday!

Adjourn: Meeting adjourned at 8:52 p.m. after Emily motioned, Duane seconded, with a unanimous voice vote.



Jose Alarcon, President



Emily Sager, Secretary
Ryan Adleman, Treasury