

*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 8th, 2021 meeting to order at 7:05 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, Marilyn Bukove, Emily Sager, and Duane Farnsworth. Trustee Kylie Loewecke was not present at roll call but joined the meeting at 7:12pm. Absent were trustees Ryan Adleman, Amber Laue, and Jarrod Peterson. Also in attendance was Brenda Weinberg (Director of Library).

Approval of Agenda: Marilyn made a motion to approve the agenda. It was seconded by Margie and approved by unanimous roll call.

Public Comment: N/A

Approval of Minutes: Margie made a motion to accept the approval of the minutes of January 11th, 2021. The motion was seconded by Duane and approved by unanimous roll call.

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

Brenda presented the treasurer's report in Ryan's absence.

The library received Winnebago County Tax, Corporate Replacement Tax, and Interest revenues.

The library should have spent no more than 8% of our budget and we have spent 5%.

Brenda will have a check ready to be signed to transfer money from our money market account at First National to our checking account at BMO to make sure we stay below or at our limit for our money market account.

Approval of the Bills: A unanimous roll call allowed the bills of \$18,189.60 to be paid after 's Duane's motion and Emily's second.

Librarian's Report:

Meetings:

Administration:

Jan 13 - The South Beloit Fire Department came to lock the Knox Box recently installed on the exterior which allows emergency access to the building by the fire department without a damaging forced entry.

Jan 15 - Meghan at the Stateline Boys and Girls Club contacted Brenda regarding partnering with them to hand out supplies for a community art installation titled "Harmony" that focuses on anti-racism.

Jan 20 - Brenda watched the RAILS Trustee Roundtable Update. 1 hr

Jan 26 - Brenda attended the virtual PrairieCat Delegates Assembly 2 hr

Jan 28 – Brenda watched the RAILS Member Update 2 hr

Jan 28 – Brenda completed the IL Department of Human Rights Sexual Harassment Prevention Training

Staff:

Jan 8 – Danielle attended the virtual RAILS YS Programmers Group Meeting 2 hr

Jan 14 - Danielle attended the virtual RAILS program on Assessing Virtual Programs 1.5 hr

Jan 14 – Danielle watched the Penguin Random House Virtual Spring 2021 Librarian Open Book Event - 1 hr

Jan 28 – Danielle completed the IL Department of Human Rights Sexual Harassment Prevention Training

This year's ILA Legislative Meet-ups will be virtual and free for ILA members, including staff and trustees from ILA institutional member libraries. This series of eight legislative events provides an opportunity to meet with your legislators and hear their thoughts firsthand about issues affecting libraries in your area. All elected officials on the state and federal level are invited. Library trustees, directors, and staff from public, school, and academic libraries are encouraged to attend and participate. Our legislative events will look a little different this year as they will all be held virtually through Zoom. We'll miss the interactive give-and-take that gathering over a meal allows in this webinar format, but there will still be opportunities for Q&A. What won't change is our commitment to advocating for Illinois libraries! Advance registration is required, and events will not be recorded (primarily due to the rapid pace of legislative developments and content may change), so don't wait! The NW IL region's Legislative Meetup is Friday, March 5 at 10 am. SBPL is an Institutional member of ILA. Register for this event at <https://www.ila.org/events/legislative-meet-ups> ILA Institutional Membership 2021 Legislative Meet-Ups

Communications: Thank you letter from Becky, staff member at the library, thanking the board for the board's holiday gift to the staff.

Old Business:

Proposals from Enberg Anderson & Angus Young – -Capital Repair Study & Facility

Effectiveness: Due to several board members not being present, this item was tabled for further discussion until the March meeting.

Strategic Plan: The board discussed the possibility of sending out a community needs assessment survey in the future. After this, the item was tabled for further discussion at the March meeting so more of the board could be present to discuss.

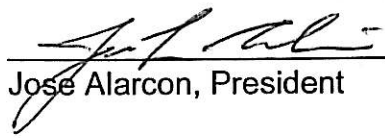
New Business:

Trustee Short Takes- What it Means to be a Trustee- Brenda shared a "Short Takes" video with the board about the roles and responsibilities of a trustee. Brenda did confirm that the city has "public officials" insurance which covers Directors and public officials.


Trustees Comments: Emily attended the RAILS Roundtable for trustees via Zoom and suggested that once the library is back in person, the library and the board should create a more in-depth onboarding process for new trustees.

Kylie suggested examining the analytics of the library's Facebook posts and content to determine marketing strategies.

Adjourn: Meeting adjourned at 7:57 p.m. with a unanimous roll call vote after Marilyn motioned and Kylie seconded.



Jose Alarcon, President



~~Emily Sager, Secretary~~
Ryan Adleman, Treasurer

