

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

Call to Order: President Jose Alarcon called the March 8th, 2021 meeting to order at 7:03 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, Ryan Adleman, Duane Farnsworth, Kylie Loewecke, and Emily Sager. Trustee Margie Bertholomey was not present at roll call but joined the meeting at 7:08pm and Trustee Amber Laue was not present at roll call but joined the meeting at 7:21pm. Absent were trustees Marilyn Bukove and Jarrod Peterson. Also in attendance was Brenda Weinberg (Director of Library).

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

Public Comment: N/A

Approval of Minutes: Duane made a motion to accept the approval of the minutes of February 8th, 2021. The motion was seconded by Emily and approved by unanimous roll call.

Treasurer's Report: Ryan presented the treasurer's report.

The library did not receive any Winnebago County Tax or Corporate Replacement Tax, and had a small interest revenue.

The library should have spent no more than 17% of our budget on overall expenses and we have spent 10%.

Approval of the Bills: A unanimous roll call allowed the bills of \$15,169.27 to be paid after Ryan's motion and Kylie's second.

Librarian's Report:

Meetings:

Feb 17 – Brenda met with Trustee Kylie Loewecke to learn more about Facebook marketing Administration:

Feb 10 – FY21 Per Capita Grant and 2021 IPLAR were submitted

Feb 15 – Library Certification completed via L2 (Library Learning)

Feb 17 – HR Source called to touch base regarding any potentially upcoming support needs

Feb 18 – Brenda attended the local Director's Zoom meeting - 1 hr

Feb 24 – Brenda attended the webinar from RAILS and HR Source – COVID -19 Employer Options - 1.5 hr:

A list of Homeschool Resources has been curated and is now accessible on the website.

A Safety and Maintenance checklists document was created to track monthly, biannual, and annual assessments.

A collection of 7 old computer towers and 10 old monitors plus a box of old keyboards was taken to the high school for recycling.

Staff:

Feb 19 –Elaine watched the webinar from Web Junction – Resources for Well Being - 1 hr
Becky completed the Holdings Record Clean-up project as requested by Prairie Cat.

All staff have now completed the mandatory annual Sexual Harassment Prevention Training using the IL Department of Human Rights document.

This month we had a Lego Giveaway to encourage Lego Club participants to submit photos of their children's creations. We had 7 participant photos submitted.

We have now submitted two weeded books lists to the Baker/Taylor Sustainable Shelves Program. Additional boxes will be processed to send. A partial credit has been earned on select titles.

New Upcoming Virtual Events

3/18 5:30 pm Adult Craft program via Zoom-folded towel gift bundle-Danielle

4/1 4:30 pm HS Teen Book review via Zoom – Danielle

4/14 7:00 pm Fireside Chat with author John Sanford via Zoom 15 seats available-RAILS Consortium Programming

7/22 6:00 pm IL Road Scholars program – Catherine Lambrecht—Family Heirloom Recipes from the IL State Fair

Communications: Brenda talked to Trustee Jarrod Peterson on the phone and he indicated that he needed to resign from the board. Jose will reach out to Jarrod to confirm his resignation.

Old Business:

Proposals from Enberg Anderson & Angus Young – Capital Repair Study & Facility Effectiveness: The board discussed moving forward and decided to postpone this discussion until the library has re-opened and is serving patrons in-person. Brenda will reach out to the groups and let them know the board's decision.


Strategic Plan: The board reviewed the sample survey google form. Emily and Brenda will work on the survey to organize it and word it appropriately. The survey will be sent out once the library has re-opened and is serving patrons in-person.

New Business:

Trustee Short Takes- Board Meetings- Brenda shared a "Short Takes" video with the board about the running of a board meeting.

Trustees Comments: Duane asked about a reopening timeline. Brenda hopes around May 1st and is paying attention to the Winnebago County Health Department guidelines and vaccination timelines. Once it is safe to do so, the library will reopen.

Adjourn: Meeting adjourned at 8:08 p.m. with a unanimous roll call vote after Emily motioned and Amber seconded.



Jose Alarcon, President



Emily Sager, Secretary

