

*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 September 13th, 2021 meeting to order at 7:00 p.m.

**Roll Call:** Present and answering to roll call were Trustees Margie Bertholomey, Marilyn Bukove, Ryan Adleman, Duane Farnsworth, Emily Sager, and Crystal Ellis. Trustees Jose Alarcon and Amber Laue were absent. Also in attendance was Brenda Weinberg (Director of Library). Trustee Kylie Loewecke was not present at roll call but entered the meeting at 7:03pm.

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

**Public Comment:** N/A

**Approval of Minutes:** Marilyn made a motion to accept the approval of the minutes of August 9th, 2021. The motion was seconded by Emily and approved by a unanimous voice vote.

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

The library received Winnebago County Tax, Corporate Replacement Tax, Interest Income, the Per Capita Grant, and \$42.82 in memorials/donation revenues. We should have spent no more than 66% of our budget and we are at 45%.

**Approval of the Bills:** A unanimous roll call allowed the bills of \$20,024.20 to be paid after Duane's motion and Kylie's second.

**Librarian's Report:**

Meetings:

Administration:

Aug 4 - Brenda met with Crystal Ellis for new Trustee orientation.

Aug 6 - South Beloit Fire Department conducted the follow up visit for Fire Inspection.

Brenda met with 3 prospective cleaning companies at various times for servicing the library.

Aug 30 - Brenda met with Matt Roer at Clark Elementary and Meghan Moffet-Minter at Stateline Boys and Girls Club for Community leader photos for the September is Library Card Signup month promotion.

Staff:

Becky wrote thank you cards to businesses that made donations to our summer reading program.

Planning for new and returning programs:

New Pop up programs - (All ages) Tiny Art Show and Grandparents Day Take and Make - Danielle

Upcoming new programs in October- Family Matinee Take Away (Families) and Feature Film Fan Club (Adults) - both to be led by Andrea.

Return of Mini Makers (Youth) - Andrea

Return of Middle School Makers (Youth) - Danielle

Non-fiction analysis to continue. It is a slow process. We are up to the 340's. Melissa/Brenda

**Communications:** N/A

**Old Business:**

Reviewed the Restore IL policy: No changes were made.

Curb removal: The board tabled the discussion until spring.

**New Business:**

PerCapita Grant Requirements for FY 2022- Serving our Public 4.0 Chapters 1-4 discussion: The board discussed the chapters and feels that the library meets the core standards.

Professional Images Contract for snow removal 21/22 renewal- Discuss/Approve: The board reviewed the updated contract for snow removal. Ryan made a motion to approve Professional Images, LLC's contract for snow removal. It was seconded by Marilyn and approved by unanimous roll call.

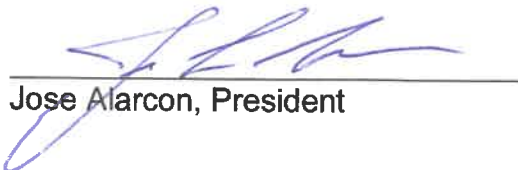
Clearing Company quotes: The board discussed the quotes from Maria the Cleaning Lady, All Star Maid Service, and Why Wait Cleaning and Organizing, LLC. After discussion, Kylie made a motion to approve Teresa Rowe's quote from All Star Maid Service for cleaning 3x per week in the amount of \$450.00 a month. It was seconded by Ryan and approved by a 6 to 1 vote (Margie: Yes, Marilyn: abstain, Ryan: Yes, Duane: Yes, Kylie: Yes, Emily; Yes, and Crystal: Yes).

Review and approve the Interlibrary Loan Policy: The board discussed the policy. Ryan made a motion to approve the Interlibrary Loan policy as presented. It was seconded by Kylie and approved by unanimous roll call.

Trustee Short Takes – Board Self Evaluation: The board watched the video and reviewed the resources on self-evaluating the board.

**Trustees Comments:** Margie asked that the board invite the new City Administrator to the next board meeting on October 11th. Ryan will reach out and invite them.

**Adjourn:** Meeting adjourned at 8:09 p.m. after Marilyn motioned, Duane seconded, with a unanimous voice vote.

  
\_\_\_\_\_  
Jose Alarcon, President

  
\_\_\_\_\_  
Emily Sager, Secretary