

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

**Call to Order:** President Jose Alarcon called the November 8th, 2021 meeting to order at 7:00 p.m.

**Roll Call:** Present and answering to roll call were Trustees Jose Alarcon, Margie Bertholomey, Marilyn Bukove, Ryan Adleman, Duane Farnsworth, Emily Sager, and Crystal Ellis. Trustee Kylie Loewecke was absent. Also in attendance was Brenda Weinberg (Director of Library).

**Approval of Agenda:** Marilyn made a motion to approve the agenda. It was seconded by Duane 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 October 11th, 2021. The motion was seconded by Margie and approved by a unanimous voice vote.

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

The library received Winnebago County Tax in the amount of \$2,221.96, Corporate Replacement Tax in the amount of \$15,820.97, and Interest Income in the amount of \$284.96. We should have spent no more than 83% of our budget and we are at 57%.

Additionally, the library transferred \$50,000 from First National MM to BMO Harris Checking and Ryan made the board aware that there are CDs that will be expiring in late 2021 and in 2022 and he will take care of rolling them over and/or renewing them when the time comes.

**Approval of the Bills:** A unanimous roll call allowed the bills of \$16,848.85 to be paid after Margie's motion and Ryan's second.

**Librarian's Report:**

Meetings:

Administration:

Oct 14 – Brenda spoke with the Hoopla representative to get projected costs for FY 2022

Oct 15 - Brenda met with the local Directors group via Zoom.

Oct 20 – Brenda spoke with Kyle Wiseman at Library Ideas/Freegal Music

Oct 21 – Brenda and Melissa attended the PC Resource Sharing Summit- A new level of PC membership being explored to offer to PC libraries. Plus, the Encore platform is to be updated with a new discovery platform called VEGA, additional future capabilities of it are still being developed.

Oct 27 – Brenda attended the Delegates Assembly via Zoom.

Staff:

Danielle – has begun to learn Item Entry via the PC Talent LMS training site to enable her to do barcoding and cataloging.

Non-fiction analysis is continuing. Now that we are nearing the end of the year we are actively purchasing books to update and supplement the adult non-fiction and reference sections. However, with the supply change shortages, reorders and back orders are harder to get in a

timely manner. The replacements and additions purchases for the section analysis up to the 510's is complete.

Greg has started painting the façade and Becky has completed the review of our paper applications against cardholders listed in Sierra.

**Communications:** The library received a letter from the Winnebago County Board of Review stating that the property at 1515 Blackhawk Blvd was requesting a change in assessed value of \$100,000 or more. The board discussed the matter and will not intervene and will not be filing a complaint.

**Old Business:**

Reviewed the Restore IL Safety policy: No changes were made.

**New Business:**

Stanley Access Technologies- Planned Maintenance Agreement quotes for automatic door openers: After discussion, Ryan made a motion to approve the \$552.00 per year for 3 years quote which would cover labor only for both doors. It was seconded by Duane and approved by unanimous roll call.

Dell laptop computer quote: After discussion, Ryan made a motion to approve the \$995.00 quote for a Dell Latitude 3520. It was seconded by Margie and approved by unanimous roll call.

FY 2022 budget proposal: After discussion, Ryan made a motion to approve the FY 2022 budget as presented in the amount of \$318,980.00 and requested that the city levy the maximum allowable amount on our behalf. It was seconded by Marilyn and approved by unanimous roll call.

Internet Access Policy: The board discussed the policy. After discussion, Emily made a motion to approve the Internet Access Policy as presented. It was seconded by Margie and approved by unanimous roll call.


Board Vacancy- Amber Laue resignation: Brenda will reach out to patrons who have shown interest in the past or who she thinks would be good members and encourage them to apply. She will also advertise the vacancy on Facebook.

PerCapita Grant Requirements for FY 2022- Serving our Public 4.0 Chapters 9-13 discussion: The board discussed the chapters.

Trustee Short Takes – Board Succession Planning and New Board Orientation: The board watched the video.

**Trustees Comments:** N/A

**Adjourn:** Meeting adjourned at 8:08 p.m. after Marilyn motioned, Duane seconded, with a unanimous voice vote.

  
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Jose Alarcon, President  
Margie Bertholomey  
vice president

  
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Emily Sager, Secretary