

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

**Call to Order:** President Jose Alarcon called the June 13th, 2022 meeting to order at 7:01 p.m.

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

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

**Public Comment:** N/A

**Approval of Minutes:** Kylie made a motion to accept the approval of the minutes of May 9th, 2022. The motion was seconded by Margie and approved by a unanimous voice vote.

**Treasurer's Report:** Brenda presented the report. The BMO Harris CD has rolled over at a rate of .05% for 18 months and will expire on 11/6/23.

For expenses, the library should have spent no more than 42% of our budget and we are at 34%. Additionally, the library received revenue from the Winnebago County Tax, Corporate Replacement Tax, Interest Income, and Memorials/Donations from the South Beloit Lions Club.

**Approval of the Bills:** A unanimous roll call allowed the bills of \$22,731.87 to be paid after Margie's motion and Duane's second.

**Librarian's Report:**

Meetings:

Administration:

- May 2 Brenda met with Steven Haas from the City concerning options for the curb at the first entrance to the library parking lot
- May 5 Brenda examined the contents of the safety deposit box at First National Bank and Trust
- May 11 Brenda met with Meghan Moffit-Minter regarding the Teen REACH program for the Boys and Girls Club
- May 11 Brenda sent the Summer Reading press release to Beloit Daily News and Rockton Herald
- May 12 Brenda sent the Brent Schoonover art display press release to the Beloit Daily News and the Rockton Herald
- May 17 and May 25 Brenda met with Julie Uram and team from NATC regarding summer storytimes at NATC
- May 23 Stanley Access Technologies completed the maintenance check on the automatic doors

- May 24 Brenda completed the Reverse Diversity Audits comparing our collection against 13 different award programs featuring marginalized populations
- May 26 Brenda watched the webinar Mental Illness part 2 Basic Intro to Mental Illness from the Niche Academy Homeless Training Institute 1.5 hr

Staff:

#### Continuing Education

- Melissa completed the webinar Mental Illness part 1 How to Handle Problematic Behavior 1.5 hrs Danielle watched the LACONI Readers Advisory webinar 1.5 hr
- Danielle, Elaine, Greg, and Cassidy completed the annual Fire Extinguisher and Safety training .5 hr
- Non-fiction analysis is continuing. We are at the 700's.

**Communications:** None

#### **Old Business:**

Angus-Young updates for HVAC/Roof/Gutter project- no updates were given.

Hoopla Agreement Discuss/Approve - After discussion, Emily motioned that the board approve a 2-year contract with Hoopla. Margie seconded and the motion was passed via unanimous roll call vote.

#### **New Business:**

\*All policies were approved by the library attorney\*

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

Confidentiality of Patron Records Policy - There were no changes to this policy. After discussion, Emily motioned that the board approve the Confidentiality of Patron Records Policy. Kylie seconded and the motion was passed via unanimous roll call vote.

Patron Code of Conduct Policy - After discussion, Margie motioned that the board approve the Patron Code of Conduct Policy. Kylie seconded and the motion was passed via unanimous roll call vote.

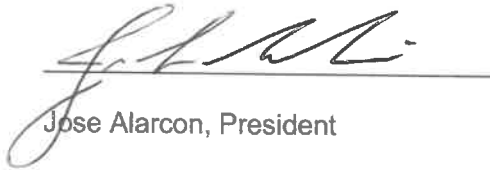
Unattended Children Policy - No changes were made. After discussion, Duane motioned that the board approve the Unattended Children Policy. Emily seconded and the motion was passed via unanimous roll call vote.

Non-resident Fee- After discussion, Emily motioned that the board approve a non-resident fee of \$80.00 using the general mathematical formula based on property tax income, local population, and average household size. Margie seconded and the motion was passed via unanimous roll call vote.

**Trustees Comments:** Margie and the board wished Brenda and her family a safe and fun vacation in Hawaii and Duane expressed his and the board's frustrations with the revised

Statement of Economic Interest that the board and other public entities have to fill out each year.

**Adjourn:** Meeting adjourned at 7:50 p.m. after Emily motioned and Duane seconded, with a unanimous voice vote.



Jose Alarcon, President



Emily Sager, Secretary

