

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

Call to Order: President Jose Alarcon called the July 11th, 2022 meeting to order at 7:00 p.m.

Roll Call: Present and answering to roll call were Trustees Jose Alarcon, Margie Bertholomey, Duane Farnsworth, Emily Sager, Crystal Ellis, and Paula Richeson. Trustees Marilyn Bukove and Ryan Adleman were absent. Trustee Kylie Loewecke came late to the meeting at 7:07pm. Also in attendance was Brenda Weinberg (Director of Library).

Election of Officers and Oaths of Office: Margie made a motion for the officers: Jose Alarcon as President, Duane Farnsworth as Vice-President, Ryan Adleman as Treasurer, and Emily Sager as Secretary. It was seconded by Crystal and approved by unanimous voice vote. Additionally, secretary, Emily Sager, administered the oaths of office to all present board members (Jose, Margie, Duane, Kylie, Crystal, and Paula) and President, Jose Alarcon, administered the oath to Emily.

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

Public Comment: N/A

Approval of Minutes: Margie made a motion to accept the approval of the minutes of June 13th, 2022. The motion was seconded by Kylie and approved by a unanimous voice vote.

Treasurer's Report: Brenda presented the report.

For expenses, the library should have spent no more than 50% of our budget and we are at 42%. Additionally, the library received revenue from the Winnebago County Tax and Interest Income. Additionally, there are no outstanding checks.

Approval of the Bills: A unanimous roll call allowed the bills of \$23,951.78 to be paid after Crystal's motion and Paula's second.

Librarian's Report:

Meetings:

Administration:

- June 3 Rockford Structures did drill a weep hole in the planter box immediately to the west of the parking lot steps.
- June 9 - Brenda watched the webinar Mental Illness Part 3 Live Q and A from the Niche Academy Homeless Training Institute 1 hr

Staff:

Continuing Education

- Elaine, Melissa, Cassidy, Andrea, and Danielle completed the webinar Mental Illness part 2 Basic Introduction to Mental Illness 1.5 hrs
- Andrea completed the annual Fire Extinguisher and Safety training .5 hr

Non-fiction analysis is continuing. We are at the 738's

We have received the award letter from the Illinois State Library concerning the PerCapita Grant. The award amount is \$11,783.78. The check itself has not yet been received.

There were 39 new patron cards issued in June of 2022. Highest number for June since 2017.

Summer Reading Participant numbers –

- 98 Children registered
- 44 reported 100 minutes read
- 8 reported 500 minutes read
- 5 reported 1000 minutes read
- 100 Teens and Adults registered

StoryWalk was at the library for two weeks in June and moved to the Boys and Girls Club.

Communications: None

Old Business:

Angus-Young updates for HVAC/Roof/Gutter project- Advertisement for bids went out on July 5th and again on July 11th. Bids are due to the library on July 28th.

New Business:

Short Takes for Trustees- What it Means to be a Trustee: The board watched the video.

Executive Session: At 7:37 pm, after a motion by Emily, seconded by Margie, and a unanimous roll call vote, the board went into a closed meeting to perform a semi-annual review of closed session minutes as provided by 5 ILCS120/2 (C) (21) of the Illinois Open Meetings Act.

Reconvene to Open Meeting: With a motion by Emily, seconded by Margie, and by a unanimous roll call vote, the board reconvened to an open session at 7:41 pm.

Order of Business (Vote on Executive Session Discussions):

Emily motioned that the board approve the closed session minutes for 1/10/22, Duane seconded, and the motion was passed by unanimous roll call vote.

Emily motioned that the minutes of 10/8/18 remain confidential and that the minutes of 1/10/22 be released, Crystal seconded, and the motion was passed by unanimous roll call vote.

Trustees Comments: None

Adjourn: Meeting adjourned at 7:44 p.m. after Duane motioned and Paula seconded, with a unanimous voice vote.



~~Jose Alarcon, President~~

Duane E. Farnsworth
Vice President



Emily Sager, Secretary