

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

Call to Order: President Jose Alarcon called the September 12th, 2022 meeting to order at 7:00 p.m.

Roll Call: Present and answering to roll call were Trustees Jose Alarcon, Margie Bertholomey, Marilyn Bukove, Duane Farnsworth, Emily Sager, Crystal Ellis, and Paula Richeson. Trustee Kylie Loewecke was absent. Trustee Ryan Adleman was not present at roll call but joined the meeting at 7:12pm. Also in attendance was Brenda Weinberg (Director of Library). Additionally, Chris Abramowicz from 42 Tech Solutions joined the meeting at 7:27pm.

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

Public Comment: Chris from 42 Tech Solutions let the board know that the servers needed to be replaced and advised the board on a new product and protection plan that would allow the new switch, new firewall, and new access point to communicate with each other thus providing more security and easier access.

Chris also discussed the VOIP quote stating that the voice over software and phones had better options and clarity than a traditional phone line.

Approval of Minutes: Marilyn made a motion to accept the approval of the minutes of August 8th, 2022. The motion was seconded by Paula and approved by a unanimous voice vote.

Treasurer's Report: Ryan presented the report.

For expenses, the library should have spent no more than 66% of our budget and we are at 57%. Additionally, the library received revenue from the Winnebago County Tax, Corporate Replacement Tax, Interest Income, and Memorials/Donations.

There is a CD at Cornerstone that is maturing, Ryan will take care of that.

Ryan is looking into a system called "Positive Pay" to help secure the checks that Brenda sends each month. He will report back with updates at the October meeting.

Approval of the Bills: A unanimous roll call allowed Part One of the bills of \$21,016.29 to be paid after Marilyn's motion and Duane's second.

Librarian's Report:

Meetings:

Administration:

- Aug 2 Brenda attended the wayfinding signage meeting hosted by Visit Beloit to discuss needs and plans for updating and coordinating/themed signage in the Greater Beloit area.
- Aug 2 Brenda and Danielle attended the community National Night Out event providing information about the library services and programs.

- Aug 8 Brenda virtually met with Kyle Wiseman from Freegal to hear about upcoming updates to Freegal.
- Aug 15 Brenda attended Back to School Night at Clark Elementary.
- Aug 15 Melissa attended Back to School Night at the South Beloit High School.
- Aug 16 Brenda, Melissa, and Danielle met with Evelyn Garcia-Martinez from the Boys and Girls Club to discuss partnership opportunities to reach the high school age students and families.
- Aug 16 Brenda attended the Back to School Night at Riverview.
- Aug 16 The SBFDD made their follow-up inspection. No violations were found.
- Aug 18 Brenda attended the local Director's group meeting at Talcott Free Library.
- Aug 18 Danielle attended the Back to School Night at Blackhawk Elementary/South Beloit Junior High.
- Aug 19 Brenda virtually attended the RAILS City Library Director meeting.
- Aug 27 Brenda set up the StoryWalk at the SBFDD Corn Boil.

Staff:

CE

- Non-fiction analysis is continuing. We are at the 784's.

Communications: N/A

Old Business:

Angus Young HVAC/Roof/Gutter project- Brenda let us know that Angus Young and Larson & Larson are working on creating a timeline for the project, especially as it relates to materials.

New Business:

Short Takes for Trustees- Board Ethics: The board tabled this video until the October meeting.

2023 Holiday Schedule- After discussion, Emily motioned that the board add Juneteenth and Martin Luther King Day as holidays in which the library will be closed. Ryan seconded and the motion was passed by unanimous roll call vote.

PerCapita Grant Requirements for FY2023- Serving Our Public 4.0 Chapters 1-4: The board discussed the requirements and Brenda gave some updates on where the library is currently doing well and where the library can improve.

Professional Images Contract- The board discussed the contract for snow removal for 22/23. Margie motioned that the board approve Professional Images contract for snow plowing for 22-23. Duane seconded and the motion was passed via a unanimous roll call vote.

42 Tech Solutions server proposal- The board discussed the estimate 1874 Server, WIFI, Malware, Firewall quote. Ryan motioned that the board approve 42 Tech Solutions server quote in the amount of \$7,098.18. Margie seconded and the motion was passed via a unanimous roll call vote.

42 Tech Solutions VOIP proposal- The board discussed the Quote Q-00625088 VOIP- phone. After discussion, the board decided not to approve the VOIP quote.

Approval of the Bills: Part Two: A unanimous roll call allowed the 42 Tech Solutions bill in the amount of \$7,098.18 to be paid after Emily's motion and Duane's second. This brought the total of the bills to be paid in September to \$28,114.47.

Trustees Comments: None

Adjourn: Meeting adjourned at 8:33 p.m. after Emily motioned and Paula seconded, with a unanimous voice vote.



Jose Alarcon, President



Emily Sager, Secretary

