

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

Call to Order: Vice-President Duane Farnsworth called the November 14th, 2022 meeting to order at 7:00 p.m.

Roll Call: Present and answering to roll call were Trustees Margie Bertholomey, Ryan Adleman, Duane Farnsworth, Kylie Loewecke, Emily Sager, Crystal Ellis, and Paula Richeson. Trustee Jose Alarcon was 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 Kylie 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 October 10th, 2022. The motion was seconded by Crystal 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, and Interest Income revenues. We should have spent no more than 83% of our budget and we are at 71%. Additionally, the board will need to decide what to do with the access funds at First National Bank.

Approval of the Bills: A unanimous roll call allowed the bills of \$24,294.07 to be paid after Ryan's motion and Paula's second.

Librarian's Report:

- Oct 7 Brenda submitted a grant application again to the Firehouse Subs Foundation for an AED.
- Oct 12 Brenda watched the Accessibility in Your Library webinar from Niche Academy.
- Oct 13 Brenda watched the RAILS member Update
- Oct 14 Brenda met with Ryan regarding the FY 2023 budget
- Oct 26 Brenda virtually attended the Prairie Cat Delegates Assembly
- Oct 28 Brenda met with a representative regarding wireless printing options through TBS

Throughout the month, Brenda spent time looking at the budget for next year.

Staff:

Continuing Education

- Brenda, Danielle, Melissa, Andrea, and Cassidy watched the Ryan Down Homelessness De-Escalation 101 training – 1 hr
- Brenda, Danielle, and Melissa watched the Vega Discovery Training – 1 hr
- Cassidy worked on redesigning the brochure for the Homebound Program.
- PUG Day continued (Prairie Cat Users Group-annual training)

Cassidy

- Library Road Trip-Welcoming People Back – 1 hr
- Excel Tips for Working with Create List Reports – 1 hr

Andrea

- Library Road Trip-Welcoming People Back – 1 hr

- Empowered Against Book Bans – 1 hr

Non-fiction analysis is continuing. We are at the 808s.

Communications: The board received trustee, Marilyn's, resignation letter.

Old Business:

Angus-Young- HVAC/Roof/Gutter project: No updates.

New Business:

PerCapita Grant Requirements for FY 2023- Serving our Public 4.0 Chapters 9-13: The board discussed the chapters.

Open Door Policy: Margie made a motion to approve the Open Door Policy as revised. It was seconded by Paula and approved by unanimous roll call.

Non-Discrimination and Anti-Harrassment Policy - After discussion, Ryan motioned that the board approve the Non-Discrimination and Anti-Harrassment Policy. Kylie seconded and the motion was passed via unanimous roll call vote.

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

Internet Access Policy - After discussion, Kylie motioned that the board approve the Internet Access Policy. Crystal seconded and the motion was passed via unanimous roll call vote.

Winnebago County Board Review Notice: After discussion, the library will not contest the request.


FY 2023 Budget proposal - Brenda reviewed last year's budget and created, in consultation with Ryan, 2023 budget amounts based off of that information as well as the estimated levy amounts. After discussion, Ryan motioned that the board approve the FY 2023 budget as presented. Paula seconded and the motion was passed via unanimous roll call vote.

Financial Funds/Investment Placement: Ryan recommended to the board that the library streamline the financial accounts to make things easier and more efficient. Ryan will talk to First National Bank to see what they can offer the library. The library's CDs would remain as is for now.

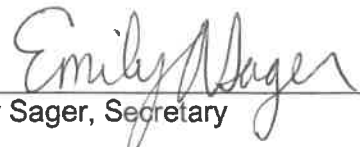
Board Vacancy Candidates Discussion: After discussion, Ryan motioned that the board send Ruth Marty's name to the Mayor and City Council for approval. Emily seconded and the motion was passed via unanimous roll call vote.

Trustees Comments: N/A

Adjourn: Meeting adjourned at 7:57 p.m. after Ryan motioned, Paula seconded, with a unanimous voice vote.



Jose Alarcon, President



Emily Sager, Secretary