

**BEECHER COMMUNITY LIBRARY
BOARD MEETING
Tuesday, May 15, 2018 7:00 PM - Library**

Meeting began with the Pledge of Allegiance.

TRUSTEE ROLL CALL: Biery, present; Bunte, present; Czarnecki, present; Dean, absent; Saller, present; Skold, absent; Wehling, present. Jill Grosso & Vicki Squier were also present.

SECRETARY'S REPORT

The April 17, 2018 minutes were reviewed. Following review, Wehling moved to accept minutes as amended, seconded by Bunte.

Biery, yes; Bunte, yes; Czarnecki, yes; Dean, ; Saller, yes ; Skold, , yes; Wehling, yes. Motion passed.

Joe arrived.

TREASURER'S REPORT

Treasurer's Report & Financial recap were reviewed. Following review, Czarnecki moved to approve the report as presented, seconded by Bunte.

Biery, yes; Bunte, yes; Czarnecki, yes; Dean, ; Saller, yes; Skold, yes ; Wehling, yes. Motion passed.

Outstanding Bills were reviewed, additions noted. New total, \$14,448.50. Shirley explained the Drainage Ditch cost.

Saller moved to pay the Outstanding Bills, seconded by Wehling.

Biery, yes; Bunte, yes ; Czarnecki, yes; Dean,; Saller, yes; Skold, yes; Wehling, yes. Motion passed.

DIRECTOR'S REPORT

- Circ. Stats were generally down, *Tumblebooks* usage is rising.
- The 'Sun Records' program was well attended (23) & much enjoyed.
- The Children's programs are very popular. Six children attended the 'Build a Fort' program & had a blast building & destroying the newspaper fort. During the summer, there will be evening craft programs added.
- Plans for the Summer Reading program are in full swing. **READING TAKES YOU EVERYWHERE** is this year's theme. Because participation was down last year, the program will begin on Monday, June 11th, right after the June 7th dismissal. Jill is also planning a weekly raffle as an extra incentive & asked for (and received) permission to purchase six \$10

BUDDY'S gift certificates for prizes. Jill has some fun ideas for how all ages can participate & become winners.

- The cash drawer has been off. Some solutions: placing the 'fines' sheet closer to the cash drawer, Jill keeping a closer eye on the petty cash box in the office.

- Three applicants will be interviewed for the new **Children's Story Coordinator**.

- Jill presented her ideas for her new Promotional table. This table will mainly be used at School Open Houses. Jill is going to make the table more appealing & attractive. She'll be adding a large sign, photos and handouts (giveaways).

- Given the library's reduced circulation numbers, the amount of money spent on buying books has dropped considerably. To fill this void, Jill suggests we subscribe to 1 or 2 new databases. Changing times require that we re-assess services offered to the public. Adding TV Series and video games to our collection is also on the table.

A question is being included in the survey to gauge patron interest.

CORRESPONDENCE

- A letter from Ken Fricker, KLEIN, THORPE & JENKINS LTD. The letter was in response to our questions concerning the legality of our policy toward employee references (both current & past). Mr. Fricker referenced the current **Illinois Employment Record Disclosure Act** and advised us in in this matter.

COMMITTEE REPORTS

Building/Grounds: Water bill is normal since the softener was re-timed.

Housekeeping: Kathy reports that all is good in the building.

Personnel: none

Schools: Jennifer reports that she will distribute the Summer Reading Program flyers the week before the June 7th dismissal.

Social: Beverly reports that coffee, pecan pie cookies & mini coconut topped cupcakes were served at the *Legends of SUN Records* program on Sunday, April 22nd.

General: Shirley is preparing rooms upstairs, where her Sesquicentennial committee will meet in the near future.

OLD BUSINESS

Board members reviewed & revised the Personnel Policy. Tabled til June.

NEW BUSINESS

Ordinance # 80 was reviewed. Following review, Biery moved to adopt **ORDINANCE # 80: PREVAILING WAGE ORDINANCE**, seconded by Czarnecki.

Biery, yes; Bunte, yes ; Czarnecki, yes; Dean, ; Saller, yes ; Skold, ; Wehling, yes. Motion passed.

The board reviewed ORDINANCE # 81. Following review, Biery moved to adopt **ORDINANCE # 81: ANNUAL ORDINANCE AUTHORIZING PUBLIC LIBRARY NON-RESIDENT CARDS**, seconded by Wehling.

Biery, yes; Bunte, yes ; Czarnecki, yes; Dean, ; Saller, yes ; Skold, ; Wehling, yes. Motion passed.

Board members formally signed the official Ordinance agreements.

The final copy of the **Patron Survey** was reviewed. All residents will be sent a survey with our newsletter at the end of the month. Copies will also be available at the library.

- Personnel evaluations will be ready for the June meeting.
- The L&H Maintenance agreement was discussed. Following discussion, Saller moved to accept the Maintenance agreement & pay L&H \$870.00, seconded by Czarnecki.

Biery, yes; Bunte, yes ; Czarnecki, yes; Dean, ; Saller, yes ; Skold, ; Wehling, yes. Motion passed.

ANNOUNCEMENTS

- **Regular Board Meeting, June 19, 2018, 7 p.m.**
- **Ribbon of Hope dedication will take place at the Firemen's Park at 2:00 on Sunday May 20th. This is the 1st of its kind in Illinois.**

Saller moved to adjourn at 8:33, seconded by Czarnecki .

Biery, yes; Bunte, yes ; Czarnecki, yes; Dean,; Saller, yes ; Skold,; Wehling, yes. Motion passed.

Kathryn A. Czarnecki

Kathryn A. Czarnecki
Secretary