

**BEECHER COMMUNITY LIBRARY  
BOARD MEETING  
Tuesday, June 19, 2018 7:00 PM - Library**

Meeting began with the Pledge of Allegiance.

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

**SECRETARY'S REPORT**

The May 15, 2018 minutes were reviewed. Following review, Skold moved to accept minutes as amended, seconded by Wehling.

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

**TREASURER'S REPORT**

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

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

Outstanding Bills were reviewed, one addition noted. Total as of today, \$15,960.16.

Czarnecki moved to pay the Outstanding Bills, seconded by Skold  
**Biery, yes; Bunte, ; Czarnecki, yes; Dean, yes; Saller, ; Skold, yes; Wehling, yes. Motion passed.**

Jill explained the reason for the shortened version of the Budget Comparison. Her computer's OFFICE program has serious problems. It 'ate' the original Budget Comparison. May expenses were reviewed & Jill explained that the addition of June will close the books for the year.

**DIRECTOR'S REPORT**

- Circ. Stats were generally down, *Media On Demand* usage was up.
- The Children's programs remain popular: **Tetrahedral Kites**, 19 attended & 8 children attended the **Yarn Turtles** program..
- The **Summer Reading** program is in full swing. 150 children & 60 adults have signed-up already. The Raffle is a big hit!
- The cash drawer issue has been resolved. Switching the location of the

clip board has helped.

- Jill has been busy giving tours of the library recently. 21 of these young visitors have enrolled in the Summer Reading program.

- There are problems with the color printer. Jill will try trouble-shooting it. If that doesn't solve the problem, a new one will be purchased.

Also, the Microsoft OFFICE program on her computer has been very problematic. The second version of the Budget Comparison was created & then corrupted, other important programs were lost. Jill will resolve this one way or another.

- Lately, there have been many people coming in to the library to do personal work on their computers. A U.S. DOD agent was looking for a meeting room to do an interview. For many others, the surge protector being located right next to the copy machine is also problematic.

- Jill shared her ideas & costs for the purchase of new Databases.

- Jill has purchased a new Promotional Table. She also asked the board for opinions about pencil giveaways or candy options.

- Jill asked board members to sign a 'Thank-You' letter to Jennifer Maehl, a volunteer Story Teller. She will have formal Thank-You notes ready in July.

- There is a tentative candidate for the position of *Story Time Coordinator*. The candidate has been fully vetted and awaits board approval. Details will be discussed & final approval will be voted-on during & after executive session.

## **CORRESPONDENCE: None**

## **COMMITTEE REPORTS**

**Building/Grounds:** Shirley reported on the Excellent ATLAS she, Beverly & Jill attended in May. The workshop, "Funding a Building Project" was very informative, and will be invaluable as we move toward that goal.

- Fred will be asked to power wash the peak. The repair of the pillars is still looming. Werner's applied mulch all over the property for \$1200.

Shirley spoke at length about the mess that was left after the annual trimming of the Drainage Ditch. Phone calls & complaints were futile. Finally, Shirley asked the board members to think about future expansion and the repair of the Pillars before we meet again.

**Housekeeping:** Kathy reports that Carol, our newest cleaning lady, is no longer able to help out.

**Personnel:** Gwen has been working on evaluations with Jill.



**Schools:** none

**Social:** none

**General:** See above report.

## **OLD BUSINESS**

Jill explained the revised version of the Employee Reference Policy. This policy includes input from Ken Fricker, the Library's attorney. Following discussion, Skold moved to adopt the revised rough draft policy #2 version of the **Employee Reference Policy**, seconded by Czarnecki.

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

## **NEW BUSINESS**

Shirley attended the Chamber of Commerce meeting last evening. She reports that there is little enthusiasm for volunteering in the Chamber activities. Unfortunately, this problem is prevalent in many organizations these days.

Dean moved to go into Executive session at 8:00 p.m., seconded by Wehling.

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

Joe Skold left at 8:05 p.m.

Board returned to regular session at 8:45 p.m.

Biery moved to increase the hourly pay for Dawn Gess and Celia Powers to \$19 hr. for the fiscal year 2018-2019, seconded by Czarnecki.

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

Biery moved to increase the hourly pay for Linda Stanevich and Sharon Grigas to \$11 hr. for the fiscal year 2018-2019, seconded by Czarnecki.

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

Biery moved to hire Karen Rock as the new Story Time Coordinator for \$10 Hr., to work 8-14 hours per week beginning June 20, 2018 through

December 31, 2018, seconded by Czarnecki.

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

The Trustees plan to hold an Appreciation Luncheon for the volunteers after the Summer Reading program. Details to follow.

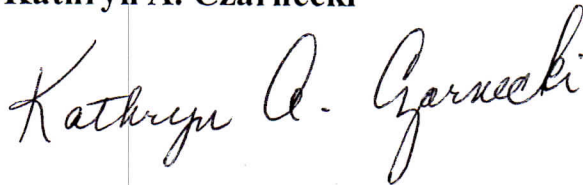
#### **ANNOUNCEMENTS**

- **Regular Board Meeting, July 17, 2018, 7 p.m.**
- **Due to the annual Fourth of July celebration, the library will close at 4:00 p.m. on July 2<sup>nd</sup> & 3<sup>rd</sup> and be closed on July 4th.**

Czarnecki moved to adjourn at 8:59 p.m. seconded by Dean.

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

**Kathryn A. Czarnecki**

A handwritten signature in cursive script that reads "Kathryn A. Czarnecki". The signature is written in black ink and is positioned below the printed name.

**Secretary**