

**BEECHER COMMUNITY LIBRARY
BOARD MEETING
Tuesday, October 20, 2015 7:00 PM - Library**

Meeting began with the Pledge of Allegiance.

TRUSTEE ROLL CALL: Biery, present; Bunte, present; Czarnecki, present; Dean, present; Saller, absent; Skold, present; Wehling, present.

Jill Grosso & Vicki Squier were also present.

SECRETARY'S REPORT

Minutes of September 15, 2015 were reviewed. Skold moved to accept minutes as presented, seconded by Wehling.

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

TREASURER'S REPORT

The Treasurer's report was presented by Gwen. Finances are sound. Shirley asked about the refund from Grinnell, Gwen & Beverly assured us that this occurs each year.

Skold moved to approve Treasurer's report as presented, seconded by Czarnecki.

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

Board reviewed the outstanding bills. Vicki noted 3 additions; new total, \$17,898.94.

Following review, Dean moved to approve payment of outstanding bills, with additions, seconded by Bunte.

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

DIRECTOR'S REPORT

- Checkout Stats were low for September, *Media On Demand* good, *Freegal* improving steadily. Gwen suggested adding all program & activity patron participation to final tally. Jill agreed with the suggestion.

- "Making new Books Non-Holdable by Non-patrons" project is completed.
- Children and Adult programs have been successful. "Memories of WWII"

program had approximately 40 guests, many new faces.

- Upcoming programs: Galapagos Islands, Nov.19; Crochet class for girls12-18; *Star Wars* themed program is in the works.
 - Date to expect Per-capita grant was moved to Jan. 15,2016. Jill is skeptical of this happening, considering the state's financial distress.
 - Jill has experienced problems with Chase Bank, in an effort to get the library's credit card. More on that later.
 - A student taking a library management class has been interviewing Jill for her class.
 - Jill requested vacation time, 11/30-12/4.
 - Discussion was held about news feeds on our Facebook account which will advertise upcoming events and other important notices. Board agrees it would be wise to give it a trial period, good PR.
- Shirley expressed concern over dwindling number of patrons & asked board to think about new ideas for Community outreach for next month. Jill believes many patrons are going to Crete.

CORRESPONDENCE

Letter from Art Van Baren, Dutch American Foods, with copy of tax bill enclosed & proof of payment. Letter was sent to Mr. van Baren with a reimbursement check for \$1214.08 as per May 20, 2010 agreement.

COMMITTEE REPORTS

Building/Grounds: To be discussed in Unfinished Business.

Housekeeping: Windows will be washed soon.

Personnel: Gwen had no report.

Schools: Jennifer continues to encourage school children to visit the library.

Social: Beverly served donut holes, coffee & apple juice for the 'Memories of WWII' program.

General: Shirley had nothing to report here.

AUDIENCE PARTICIPATION: None

UNFINISHED BUSINESS

- Board reviewed the Proposed Budget for July 1,2015 - June 30, 2016. Following review, Skold moved to adopt Proposed Budget July 1,2015-June 30, 2016, seconded by Bunte.

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

- Board reviewed the PUBLIC COMMENT Policy. Following review, Czarnecki moved to adopt the PUBLIC COMMENT Policy, seconded by Wehling.

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

Jill will put a copy of the policy in a plastic protector, to be readily available for any guest.

- Shirley shared her research pertaining of the new outdoor sign, specifically all we must do to meet Village requirements. She submitted 2 Plans for going forward in the process. After reading the plans, Skold moved that we approve Plan A, seconded by Czarnecki.

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

Gwen suggested that our presentation to the Planning & Zoning Commission should include all the positive aspects of having this message sign in an excellent location here in town.

- Shirley spoke with Steve Koehn about finishing the curb repair. He has not yet set a date to come & finish the work.

The board considered accepting the proposal of **Perm-A-Seal** to repair the Parking Lot as soon as possible. Skold moved to hire Perm-A-Seal to do the job for the proposed \$900.00, seconded by Bunte.

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

- Jill informed the board of the status of our existing sign. Parts for this old sign are not made any longer, it may not get fixed.

- Board looked at different light fixtures for the flag outside. Shirley found a different type than those Allan Backus offered. While searching the internet for more options, she found a solar flagpole light that sits atop the pole. More research will be done.

- Gwen shared her idea to offer the staff professional education opportunities. Specialty classes, not necessarily college courses, can be made available to enhance their working experience, paid for by the library. \$1,000.00 has been set aside each year for staff education, & has never been used. Gwen suggests we set up 4 options, & present them to the staff.

NEW BUSINESS

Ordinance #69 was reviewed. Czarnecki moved to adopt **ORDINANCE #69, ORDINANCE LEVYING AND ASSESSING TAXES OF BEECHER PUBLIC LIBRARY DISTRICT, WILL COUNTY, ILLINOIS, FOR THE FISCAL YEAR BEGINNING JULY 1, 2015 AND ENDING JUNE 30, 2016**, seconded by Skold.

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

After considering LIMRICC'S options, Jill has decided on a Health Plan for the next year. Biery moved to approve Jill's Health plan, seconded by Skold.

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

Shirley moved to approve Snow Removal/Salting, by Jim Sprague for the same price he charged last year, seconded by Skold.

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

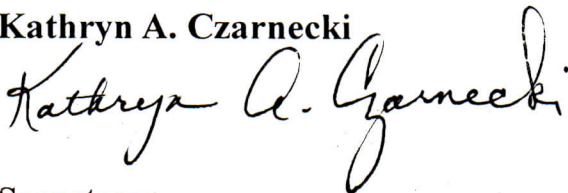
ANNOUNCEMENTS

- **Special Meeting Nov. 4, 2015, 7:30 pm, Library**
- **Next Regular meeting November 17, 2015, 7 p.m.**

Dean moved to adjourn meeting at 8:10 p.m., seconded by Skold.

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

Kathryn A. Czarnecki



Secretary