

**BEECHER COMMUNITY LIBRARY
BOARD MEETING
Tuesday, December 17, 2013 7:00 PM - LIBRARY**

The Pledge of Allegiance was recited.

TRUSTEE ROLL CALL: Biery, present; Bunte, absent; Czarnecki, present; Dean, present; Saller, absent; Skold, present; Wehling, present. Jill Grosso, Vicki Squier, and Architect, Mike Stanula were also present. Lance arrived at 7:02

Shirley displayed the expansion blueprints, & board members discussed changes with Mike. At last, we presented Mike with the final changes, to be submitted for pre-bid estimates. Mike will stay in touch and expects the next step in the process to be in the spring.

SECRETARY'S REPORT:

Minutes from the November 19, 2013 meeting were reviewed. Skold moved to accept minutes as amended, seconded by Wehling.

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

TREASURER'S REPORT:

Gwen presented the Treasurer's report. The balance sheet is good, Financial recap, sound. The Cetera Investment continues to earn; YTD interest, \$12,799.07. Board reviewed & discussed the report. Gwen pointed out this is the last month for rent from the Community Bank as per contract agreement.

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

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

Board reviewed Outstanding bills. Vicki offered recent additions including extra cost for Carol Harris' gift . Shirley explained the overage to the on the engraving cost.

Following discussion, Saller moved to pay outstanding bills, to include the salary for two new employees, seconded by Wehling.

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

Board reviewed the Budget Comparison and found it to be sound.

Czarnecki moved that we ask Mike Stanula to develop a set of pre-bids for expansion project as per blueprints, seconded by Saller.

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

DIRECTOR'S REPORT

- Circ STATS are very low. Possible reasons were cited; improvements will be discussed.
- New delivery service begins the first of the year for inter-library loans.
- **SWAN** fees for FY 14-15 are \$55 less than last year. SWAN ILS update will be completed in January. It will take a couple months to incorporate - books into the system. Computers have been purchased.
- New staff members' training is going well. Jill shared paperwork on the review of E-Books. Jill suggested adding databases to the Collection. Music seems to be most requested.
- Library received a bad check from a patron, Jill updated board.
- Jill set-aside a day and time for one-on-one computer tutoring. Her plan was shared with board.
- There is a training session on the new Illinois "Concealed/Carry" law. It is scheduled for Jan. 16 at the Flossmoor library.

Following Jill's report, Shirley addressed the board on the "State of the Library". She presented a list of recommendations for changes/improvements at the library. Her ideas and suggestions were based on the patron survey. Shirley shared many local newspaper articles with library activities highlighted. Not one mention of Beecher library could be found in any. The board got busy, offering several ideas to entice all ages of patrons. Ideas such as: an authentic, government blue 'LIBRARY' sign on the highway; more publicity & photos in the newspaper; more programs for all ages; flyers to be distributed in schools on Fridays; monthly calendar to be posted online and on bulletin board. After a lengthy discussion, Jill asked that we all share any ideas for programs. She is anxious to get started asap.

CORRESPONDENCE:

A letter was sent to Michael L. Hameister with a signed proposal for Snowplowing and Salt Service.

A letter was sent to Michael Stanula, architect, asking that he attend the December meeting to tie up final preparations on expansion plans.

COMMITTEE REPORTS

Building/Grounds: Lance will look into getting a sign for the highway when he attends the next Planning meeting. Joe will tend to watering the poinsettias.

Housekeeping: No news.

Personnel: Gwen has no news at this time.

Schools: Jennifer can bring flyers to school with library news.

Social: Beverly reported, Carol's Retirement Party was a great success..

General: Shirley spoke after the Director's report.

AUDIENCE PARTICIPATION: None.

UNFINISHED BUSINESS:

None

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

NEW BUSINESS:

The *Weapons Policy* was read by board.

Saller moved that we adopt the *Weapons Policy*, as presented, seconded by Skold.

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

Dean moved to adjourn to executive session, seconded by Wehling.

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

Board returned to regular session at 8:25 pm.

Biery moved to write a contract for Linda Stanevich and Sharon Grigas for 6-8 hours per week at \$8.25 hr. for a 3 month probationary period, seconded by Czarnecki.

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

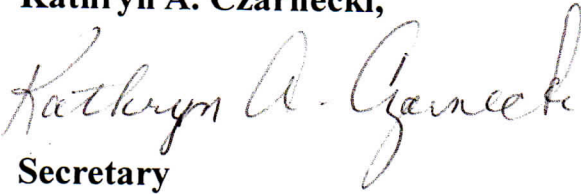
ANNOUNCEMENTS:

- **December 8, 2013, 2:00 - 4:00 p.m. Carol Harris' Open House**
- **Next regular meeting, January 21, 2014, 7:00 p.m.**

Czarnecki moved to adjourn meeting at 8:58 PM , seconded by Dean.

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

Kathryn A. Czarnecki,

A handwritten signature in cursive script that reads "Kathryn A. Czarnecki". The signature is written in dark ink and is positioned to the right of the printed name.

Secretary