

**BEECHER PUBLIC LIBRARY DISTRICT**  
**Monthly Board Meeting**  
**Tuesday December 18, 2018, 7:00 PM - Library**

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

**SECRETARY'S REPORT**

November 20, 2018 regular & executive minutes were reviewed. Following review, Skold moved to accept both minutes as presented, seconded by Bunte. **Biery, yes; Bunte, yes; Czarnecki, yes; Dean, A; Saller, yes; Skold, yes; Wehling, yes.**

**TREASURER'S REPORT**

The Treasurer's report was reviewed by the board. Following review, Czarnecki moved to approve the Treasurer's report as presented, seconded by Wehling .

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

Shirley gave her report the Library's Investments. A brief discussion followed. Total in the investment accounts to date, \$1,5000,396.90.

The Outstanding Bills were reviewed and additions made. Total with addition, \$16,238.16.

Saller moved to pay outstanding bills with addition, seconded by Skold .

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

The Budget Comparison was reviewed. No questions at this time.

**DIRECTOR'S REPORT**

- Stats show a big increase in *Media On Demand*. Others remain average.

- 20 kids participated in the *Make A Present For Your Parent* program.

The 6 kids who attended the *Rubber Band Gliders* program really enjoyed themselves!

- *Ireland Travelogue* on Sunday, January 27<sup>th</sup> by James Serviss.

The *TREE* Program-Movie date has yet to be determined.

- A patron requested that we scan his library card barcode off his phone. He had it stored in his app. Jill explained it is just another tech advance and the board agreed to allow it.
- Staff cross-training was discussed. Board agreed it is important to pursue.
- Jill has been getting many FOIA requests about our upcoming elections. Dates, names of candidates, number of openings etc. We have 3 positions, 3 candidates.

## **CORRESPONDENCE**

- A letter from **Robert Barber, Village Administrator**, thanking Shirley for attending the Nov. 7<sup>th</sup> informational meeting & for submitting comments. An update on the Penfield Street project was also included. There will be a parking lot constructed, adjacent to the post office before the majority of work begins on the roadway. This will ensure parking be available for existing businesses along Penfield.
- A letter to **Tadpole** thanking them for the good care of our lawn. Also included was a request for a year-end invoice. Invoice was hand-delivered on Dec. 14<sup>th</sup>.

## **COMMITTEE REPORTS**

**Building/Grounds:** Fred installed a new toilet in the girl's bathroom. Shirley took members in to see it and explain why it was necessary. It is also up to code for the ADA.

**Housekeeping:** Kathy reports the Christmas decorations are up & getting many compliments. The upstairs bathrooms and kitchen were also cleaned.

**Personnel:** none.

**Schools:** Jennifer reports schools will be in session all week, full days, through Friday, when Christmas recess begins.

**Social:** As has been her habit at our Holiday meeting, Beverly served a lovely tiered plate of Homemade Christmas cookies & coffee tonight. Everyone shared their appreciation with thanks & by cleaning the plate!

**General:** Shirley reports all the CD's have been signed & renewed as previously discussed. She also emailed Ken Fricker, our library attorney, concerning our future plans & he immediately replied. He assured her that he will continue to be available to us for legal matters.

**AUDIENCE PARTICIPATION:** None

**OLD BUSINESS:** None

**NEW BUSINESS**

Jill reported on the status of the children's Story Time program. It has been a great success and she reports that Karen is delighted as are the mom's & children. The numbers are growing, crafts are a big hit, and there are plans to add a new session. The board reviewed Karen Rock's 6 month Evaluation, which was very satisfactory and included her employee comments.

Jill outlined new proposals for Story Time that she discussed with Karen. These include schedules, extended hours, Training topics, Key usage etc. Karen is in agreement with all proposals. Board will discuss Karen's 6 mo. Evaluation later tonight.

Shirley moved to change the January meeting date to the 22<sup>nd</sup>, seconded by Czarnecki .

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

Board looked over the proposed plan for the Meeting Room project, as submitted by Mike Stanula. Much discussion followed & Q&A. The plan is a shell of an addition, & is in-keeping with the integrity of the building. Shirley reminded everyone that it is just the beginning, & there is a long way to go.

Biery moved to proceed with our plans for a one-story addition of a 70' x 24' meeting Room, seconded by Czarnecki.

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

Biery moved to go into executive session to discuss personnel at 8:10 pm, seconded by Czarnecki.

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

Board returned to regular session at 8:59 pm.

Board agreed to recommend that Jill encourage cross-training the staff as a part of her ongoing personnel/management duties.

Biery moved to extend Karen Rock's hours to 21 hrs. for 6 months and to increase her pay to \$10.50, seconded by Czarnecki.

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

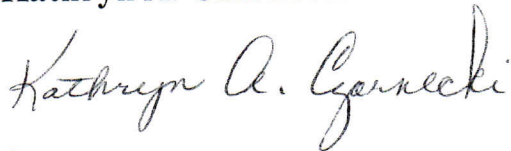
## **ANNOUNCEMENTS**

**Regular Board Meeting, January 22, 2019, 7 pm**

Skold moved to adjourn at 9:01 pm, seconded by Saller.

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

**Kathryn A. Czarnecki**

A handwritten signature in cursive script that reads "Kathryn A. Czarnecki".

**Secretary**