

BEECHER COMMUNITY LIBRARY
Monthly Board Meeting
Tuesday, January 23, 2024 7:00 PM
(Meeting date was postponed from Jan. 16 due to weather)

Michelle Stamper chaired the meeting.
The regular meeting began with the Pledge of Allegiance.

TRUSTEE ROLL CALL

Biery, absent **Czarnecki**, present **Kerber**, present **Oppenhuis**, present
Saller, absent **Stamper**, present **Wehling**, present.
Jill Grosso & Vicki Squier were also present.

ADDITIONAL AGENDA ITEMS: None

SECRETARY'S REPORT

Minutes of the December 12, 2023 were reviewed. Following review,
Kerber moved to accept minutes as presented, seconded by Oppenhuis.
Biery, A **Czarnecki**, yes **Oppenhuis**, yes **Kerber**, yes **Saller**, A
Stamper, yes, **Wehling**, yes. Motion passed.

TREASURER'S REPORT

Michelle presented the Treasurer's report & Financial recap. Following
review, Czarnecki moved to approve the Treasurers report, seconded by
Wehling.
Biery, A **Czarnecki**, yes **Oppenhuis**, yes **Kerber**, yes **Saller**, A
Stamper, yes, **Wehling**, yes. Motion passed.

The Outstanding Bills were reviewed & updated. Following review,
Czarnecki moved to approve payment of Outstanding bills (41,003.14)
seconded by Wehling.

Biery, A **Czarnecki**, yes **Oppenhuis**, yes **Kerber**, yes **Saller**, A
Stamper, yes, **Wehling**, yes. Motion passed.

The Budget Comparison was reviewed and found to be sound.

DIRECTOR'S REPORT

- Total Checkouts for December were very good. Media On Demand,
Hoopla & Tumblebooks did especially well.

- Kids Programs: Children's **Storytime** is did well, 25 in 1-½ weeks.
Especially popular was the **Elf On a Shelf**, 149 raffle tickets.

Upcoming programs: Feb.4th at 7pm **The History of the Chicago Auto Show** Feb. 4th 2 pm, where Auto Show tickets will be raffled off.

- Adult Craft will be making a **Valentine Heart Wreath**.
- Our email accounts are up for renewal, \$100.44 yr.
- Jill explained the popularity of the streaming devices. She requested adding 3 to 5 more Roku units at \$45 ea. (one-time purchase). Currently all units are out on loan the majority of the time. Jill would also recommend adding another subscription to Netflix & Hulu (additional \$15 mo.) due to the demand.
- Jenny would like permission to set up a mini golf course in the meeting room, using soft, foam golf balls.
- Jill shared that Betty has been spending time decorating the Ceiling Tile that the library is sponsoring for the Elementary school. Jill believes she should be compensated for her time. Board agreed to bring it to a vote.
- Human Relations Ch.4, **Communication** was discussed. Jill & Rick led the discussion sharing what they learned from the topic. Body Language, Types of Communication methods, Listening types, Passive, Active. Verbal vs: non-verbal were discussed. **Chapter 5 Be Ethical at Work** is up next. Jill presented her Monthly Progress Report.
- Jill will be on vacation Feb.12-16.

Oppenhuis moved to pay Betty for the time spent working on the **Ceiling Tile** for the school sponsored project, seconded by Stamper.

Biery, A Czarnecki, yes Oppenhuis, yes Kerber, yes Saller, A Stamper, yes, Wehling, yes. Motion passed.

Czarnecki moved to renew our email accounts @ \$100.44 yr., seconded by Kerber.

Biery, A Czarnecki, yes Oppenhuis, yes Kerber, yes Saller, A Stamper, yes, Wehling, yes. Motion passed.

Oppenhuis moved that we purchase 5 more Rokus & 1 more subscription of both HULU & NETFLIX @ \$15 mo. each.

Biery, A Czarnecki, yes Oppenhuis, yes Kerber, yes Saller, A Stamper, yes, Wehling, yes. Motion passed.

CORRESPONDENCE: None.

COMMITTEE REPORTS: Building/Grounds: Kerber gave an overall summary of the job **Merts Heating & Air-Conditioning** did installing 2 new furnaces and thermostats etc.. The units should be good for 15 years, and the company will continue to regularly do yearly maintenance etc. Board will formally vote on the approval for the job, which was approved by the board via an email vote on Dec. 19th & 20th, 2023.

Housekeeping: Cleaning crew is running well. Thanks to all volunteers!

Landscaping. Michelle has nothing to report.

Schools: Sheila reports Jan. 12 was remote learning, Jan. 16th MLK Holiday, Feb.19, President's Day.

Social: Beverly shared that she will be serving cookies & coffee at the Sun. Feb 4th program.

General: none.

Kerber made a formal motion to purchase two new furnaces from Merts Heating & air-Conditioning for \$18,982.90. This includes the price of equipment, installation, and programming. This was approved by email vote on Dec.19th & Dec.20th, 2023.

Biery, A Czarnecki, yes Oppenhuis, yes Kerber, yes Saller, A Stamper, yes, Wehling, yes. Motion passed.

AUDIENCE PARTICIPATION: None.

OLD BUSINESS: The contract for Sonia Vincent's Knitting Class was reviewed for final approval.

Following discussion, Czarencki moved to formally approve Sonia Vincent's contract, seconded by Kerber.

Biery, A Czarnecki, yes Oppenhuis, yes Kerber, yes Saller, A Stamper, yes, Wehling, yes. Motion passed.

The **Paid Leave Policy** was briefly reviewed, discussion followed. Decisions or suggestions will be postponed until the February meeting.

NEW BUSINESS: The **Carpet Cleaning Policy** was reviewed. Following review, Czarnecki moved to adopt the newly amended **Carpet Cleaning Policy**, as presented, seconded by Stamper.

Biery, A Czarnecki, yes Oppenhuis, yes Kerber, yes Saller, A

Stamper, yes, Wehling, yes. Motion passed.

Jill requested we reduce the minimum a patron can pay via Credit Card to \$1, from our previous \$2, set in 2017. More & more the public does not carry cash, at all. Many have low late charges, many take advantage of our copy machine @ 10 cents per copy.

Following discussion, Stamper moved to reduce the minimum a patron can pay with a credit card at the desk to \$1, from \$2, seconded by Czarnecki.

Biery, A Czarnecki, yes Oppenhuis, yes Kerber, yes Saller, A

Stamper, yes, Wehling, yes. Motion passed.

The lengthy **Per Capita Grant Requirements** report will be postponed for the February meeting.

ANNOUNCEMENTS

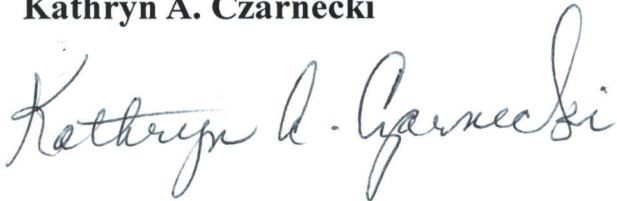
- Regular Board Meeting, Tuesday, Febuary 20, 2024 at 7 p.m

Oppenhuis moved to adjourn at 8:20 p.m., seconded by Stamper.

Biery, A Czarnecki, yes Oppenhuis, yes Kerber, yes Saller, A

Stamper, 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 below the printed name.

Secretary