

**BEECHER COMMUNITY LIBRARY
BOARD MEETING
Tuesday, January 16, 2018 7:00 PM - Library**

Meeting began with the Pledge of Allegiance.

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

SECRETARY'S REPORT

The Dec.19, 2017 Minutes were reviewed. Following review & with one correction, Skold moved to accept minutes as amended, seconded by Bunte. Biery, yes; Bunte, yes ; Czarnecki, yes; Dean, yes; Saller, yes; Skold, yes; Wehling, yes. **Motion passed.**

TREASURER'S REPORT

Vicki updated the board on recent changes concerning her work. The State of Illinois now requires that all W-2 forms be sent electronically ... no more using U.S. Mail or any other method. Previous to notification, the library staff had already been given their W-2 forms for 2017.

- In order to keep up with technology, Vicki purchased new software to perform her Accounting tasks. She pointed out that the new format will look different but will be more concise and efficient. Staying current with technology allows her to communicate & be compatible with other businesses. Vicki is excited to learn the new system.

Regarding the Financial recap. the CD's & Cetera Investments earned nearly \$10,000.00 in 2 years. Investments were rolled over.

- Shirley spoke about the Chamber of Commerce dues and the \$60 yr. 'Sign fee'. Discussion followed concerning Chamber updates & having our events posted on the highway sign.

Treasurer's Report was reviewed by all & found to be accurate & sound. Outstanding Bills were corrected, \$21,260.22 new Total.

Following review, Czarnecki moved to approve Treasurer's report as presented & pay the Outstanding Bills, seconded by Bunte.

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

DIRECTOR'S REPORT

- December Circ. Stats were down, which is typical of January.
- One of the 4 Story Hour Readers has quit. Jill is looking for a replacement.
- Jill would like to hire Chris O'Brian, magician/puppeteer, to perform as a part of the **Summer Reading** program. Chris has performed here before & was a big hit. Jill was advised to book a date, the earlier the better & get verification on cost. Board will do a phone vote when details are finalized.
- Jill shared ideas for Springtime Sunday afternoon Music programs. She will be looking into details for **Mo' Beat Blues** & a **Solo Guitarist** who lectures/performs SUN Records greats, i.e. Orbison, Elvis, Johnny Cash.
- Jill would like to purchase new toys for the youngsters. Money is available in the budget to replenish the toys.
- Jill requested Feb 12-16 for vacation. Board agreed.
- Shirley informed the board about the recent mishaps with the Alarm system. She was called last Wednesday evening to respond to the alarm. A delivery man had caught his coat on the alarm box, pulling it off, wires hanging. DNC came the next day to repair/replace the box. Workers spent 3-4 hours.

RAILS will be reimburse the library for the job + \$50 for the alarm call.

CORRESPONDENCE None

COMMITTEE REPORTS

Building/Grounds: Shirley informed the board about the **\$565** water bill we received. She initially thought this was a mistake. The Village checked into it & found the meter sound. It was discovered that the Water Softener was continually running, 24-7 for an unknown time. Culligan's been notified, repair made.

Housekeeping: Kathy reports we have a new Cleaning Crew member, Carol Napczyk. She is a great addition to our group!

Personnel: Gwen has no news tonight.

Schools: Jennifer reports the children returned to school today.

Social: No news from Beverly.

General: Shirley has no news at this time.

AUDIENCE PARTICIPATION - None.

OLD BUSINESS

Shirley was recently in touch with Jack at the **All American Flag Co.** He

quoted a charge of \$435 for *travel* (from Elgin, Il.). It will cost more for the actual repairing of our flagpole, replacing parts & possibly trimming the branches while they're here with a bucket. Shirley will be taking photos of the branches near & on the flagpole for the **All American Flag Co.**

Board discussed details about the job, & also the cost. All agreed it was of utmost importance to do the repair. Following discussion, Shirley moved to ask **All American Flag Co.** to repair our flagpole, replace necessary parts & do what they can about trimming the branches, seconded by Dean.

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

Board reviewed the newly amended, revised **Beecher Community Library BY-LAWS**. Following discussion, Czarnecki moved to approve, as amended the **BEECHER COMMUNITY LIBRARY BY-LAWS**, seconded by Skold.

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

NEW BUSINESS

Shirley explained the Ordinance #79, which our Attorney sent her for Board approval, as is required by law. Following review, Dean moved to adopt and approve **ORDINANCE #79, ORDINANCE APPROVING AND ADOPTING A NON-HARASSMENT POLICY (INCLUDING SEXUAL HARASSMENT) TO CONFORM TO ILLINOIS PUBLIC ACT 100-0554**, seconded by Saller.

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

Board members formally signed acceptance of the agreement as required by state law.

Board members read the amended **Beecher Business/ Property Owner Cards Policy**. At December's meeting, the board was made aware of an unusual 'eligibility to obtain a library card' situation.

The family pays taxes on their farm land, which sits within the library district; their house sits across the street, outside library district boundaries. At the December meeting, the board agreed to amend the policy which will allow their immediate family to obtain a card.

Skold moved to adopt the amended **Beecher Business/Property Owners**

Cards Policy, seconded by Bunte.

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

The **Parking Lot Policy** was revised & includes a new date of revision.

Saller moved to adopt the revised **PARKING LOT POLICY**, seconded by Wehling.

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

The **Audience Participation Policy** was revised to remain in compliance with the Illinois Open Meetings Act. Following review, Czarnecki moved to adopt the revised **Audience Participation Policy**, seconded by Skold.

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

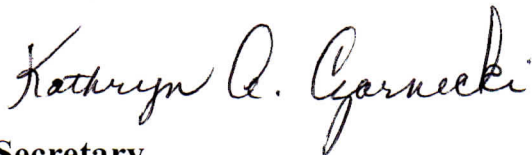
ANNOUNCEMENTS

- **Regular Board Meeting, February 20, 2018, 7 p.m.**
- **27th Annual Used Book Sale, Feb.22-24, 2018**

Saller moved to adjourn at 8:25, seconded by Skold.

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

Kathryn A. Czarnecki



Secretary