

BEECHER COMMUNITY LIBRARY
BOARD MEETING
Tuesday, April 17, 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 were also present.

SECRETARY'S REPORT

The March 20, 2018 minutes were reviewed. Following review & with two corrections, Dean moved to accept minutes as amended, seconded by Bunte. **Biery**, yes; **Bunte**, yes; **Czarnecki**, yes; **Dean**, yes; **Saller**, yes ; **Skold**, yes, yes; **Wehling**, yes. **Motion passed.**

TREASURER'S REPORT

Treasurer's Report & Financial recap were reviewed. Following review, Skold moved to approve the report as presented, seconded by Czarnecki. **Biery**, yes; **Bunte**, yes; **Czarnecki**, yes; **Dean**, yes; **Saller**, yes; **Skold**, yes; **Wehling**, yes. **Motion passed.**

Outstanding Bills were reviewed, additions noted. New total, \$26,130.27. The annual Insurance payment to Grinnel was \$6,251.00. Dean moved to pay the Outstanding Bills, seconded by Wehling. **Biery**, yes; **Bunte**, yes ; **Czarnecki**, yes; **Dean**, yes; **Saller**, yes; **Skold**, yes; **Wehling**, yes. **Motion passed.**

DIRECTOR'S REPORT

- March Checkouts were down; *E-Books*, *Freegal* & *Tumblebooks* were up.
- The Children's programs are very popular. The recent *Dr. Seuss Party* & *Decoupage Bowls* were a success.
- The copy machine was down for a couple days due to empty toner. Jill used the office printer in the interim. Our contract includes maintenance & Toner refills. Jill attempted to get the contractor out to do a tune-up & send a backup toner. We were sent 2 Toner replacements to insure we never run out again.
- Plans for the Summer Reading program are in full swing. Attendance was down last year, so the program will begin immediately after school ends. Scavenger hunts, raffles & more are planned for patrons this summer.

- SWAN will add 19 new libraries on May 1st. Total members will be 97.
- There are 4 trial dates set for the *Spanish Learning Storytime*. Mrs. Denise Garcia will be the storyteller for kids aged 5+.
- There were 13 credit card transactions from 12-20-17 to present, totaling \$72.40.
- Jill requested vacation Apr.30 - May 7. Board ok'd. *June 4th - 8th.*

CORRESPONDENCE

- A letter of thanks to Mr. Darren May, **Reaper Pest Management** for kindly working free of charge at the library.
- A letter from the State awarding us \$8,303.75 in a Per-Capita grant, an increase from last year.

COMMITTEE REPORTS

Building/Grounds: The upstairs water heater was removed by Fred. Unfortunately, the bottom fell out during the process, causing leakage through the ceiling. The staff worked fast to avert disaster. Fortunately, no one was hurt, & no books or furniture were damaged. Fred has replaced the damaged ceiling tiles, & purchased a new box of tiles to have on hand.

- Joe reported that Culligan will be called when we need more salt.

Housekeeping: Kathy reports that the housekeeping crew is happy to see that the ants have disappeared. All else is good.

Personnel: Gwen has no news

Schools: Jennifer reports that the STEM projects are all in full swing. Classrooms are equipped with lots of STEM related reference books.

Social: Beverly reports that refreshments are set for the *Legends of SUN Records* program on Sunday afternoon.

General: Shirley reports the following: It is time to send out a new survey to residents and get their feedback about what they know about our library & what they'd like to see offered or changed. She, Kathy & Jill will work together to create a new survey.

- ATLAS is holding a Training Session for Trustees on May 19, from 9-noon in Alsip. The subject is "**Funding and Design for a Renovation or New Building Project: What Trustees Need To Know**". Shirley would like as many trustees as possible to attend.

- Beecher will be celebrating **150 years** in 2020. The village has asked Shirley if she'd be willing to update the Quas book she authored in 1995. She agreed, and will be forming a committee for the project. Shirley requested permission to use the upstairs for the Committee's research, and

work. She would also like to bring the bound volumes of the Beecher Herald upstairs for their use.

AUDIENCE PARTICIPATION: none

OLD BUSINESS

Board members reviewed the SAFETY MANUAL, revised by Jill & Gwen. Following review, Skold moved to accept the SAFETY MANUAL as presented, seconded by Bunte.

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

NEW BUSINESS

- Biery moved to review & release the Executive minutes of July, September & November of 2017, seconded by Skold.

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

- The planting of flowers by Steve & Paula Weishaar was discussed. Following discussion, Biery moved that we give the Weishaar's \$250 for the job, seconded by Skold.

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

- Biery moved that we pay Brad Wehling an additional \$70 to spray for grubs, seconded by Wehling.

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

- Biery moved that the board grant permission for the Sesquicentennial Committee to use the upstairs facilities for their work, seconded by Saller.

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

- The **Children's Program Director** was discussed. Jill will need to prepare an application for the newly created staff position, **Children's Program Coordinator**. The job will be part-time, 8-14 hrs. a week.

Shirley wanted to say that Jill has done a terrific job to organize volunteers for Story Time. Now there is a great need to hire an extra hand. We would

like the new employee to start in July, at the beginning of the new fiscal year.

Following discussion, Dean moved that we advertise for a part-time position to implement the role of **Children's Program Coordinator**, seconded by Bunte.

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

Jill, Gwen & Shirley will meet to create an application, a job description & decide on the pay for the new position.

- Jill presented the case for **Digitalizing Beecher Herald Newspapers and Circulating Wi-Fi Hotspots**. Jill shared that there is a digital divide among school children, those with Wi-fi and those without. The subject of hot spots can be a part of the survey questions. No decision was made on either subject.

Jill would like to purchase a folding table for children's projects.

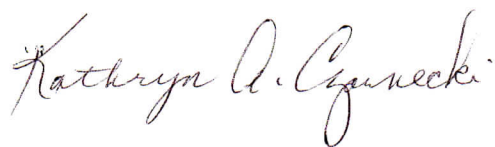
ANNOUNCEMENTS

- **Regular Board Meeting, May 15, 2018, 7 p.m.**

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

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

Kathryn A. Czarnecki



Secretary