

**BEECHER COMMUNITY LIBRARY BOARD MEETING**  
**Tuesday, August 20, 2013 7:00 PM - LIBRARY**

A Public Meeting was held to present Ordinance #60, Providing for the Budget and Appropriations of Beecher Public Library District, Will County, Illinois for the Fiscal Year beginning July 1, 2013 and ending June 30, 2014.

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

The Pledge of Allegiance was recited; Jennifer Bunte arrived at 7:02.

President Biery presented the figures and explained details pertaining to the Ordinance. She also made mention of specific changes to expect with the Budget in the coming year.

Skold moved to adopt **ORDINANCE #60, Providing for the Budget and Appropriations of the Beecher Public Library District, Will County, Illinois for the Fiscal Year beginning July 1, 2013 and ending June 30, 2014**, seconded by Wehling.

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

Wehling moved to adjourn Public Meeting, seconded by Bunte.

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

Roll call for regular meeting at 7:15.

**Biery, present; Bunte, present; Czarnecki, present; Dean, present; Saller, Absent; Skold, present; Wehling, present.**

**SECRETARY'S REPORT:**

Board reviewed the regular minutes of July 16, 2013. Skold moved to approve regular minutes, as amended, seconded by Bunte..

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

Board reviewed minutes of the July 23,2013 Special meeting. Wehling moved to approve Special Meeting minutes as presented, seconded by Bunte.

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

Board reviewed minutes from executive session of July 16,2013. Wehling moved to approve minutes, seconded by Bunte.

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

#### **TREASURER'S REPORT:**

Gwen presented her Treasurer's report. The balance sheet is good, Financial recap, sound. The CD in the Midland Bank will come due on 8-22-13.

Board reviewed the report.

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

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

Board reviewed Outstanding bills. Total due with adjustments,\$17,639.90 Bunte moved to pay outstanding bills, seconded by Czarnecki.

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

Lance arrived at 7:29

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

#### **DIRECTOR'S REPORT**

- Circ. STATS for July were a bit low. Jill's color chart shows stats down from years past, but 'Media on Demand' is up from 121 to169.
- SWAN hopes to have the new computer program up & running by the end of the year! Swan has separated their computer network from RAILS.
- Jill gave board members a list of her objectives for the coming year. She added a few new ideas to the month-by-month chart.
- The new year will bring more programs to the library. Possibilities

include; local authors, A Coupon Expert, Astronaut trainee & much more.

- Jill presented the 'patron survey' that will go out to residents of the Library District. She shared copies with the board, and it was discussed at length. . The purpose of the survey will be to ascertain 'What people want' from our library. Jill will attend the local school's Open House with Jennifer in September. They will try to get as many respondents as possible to fill-out the survey. It will also be a good opportunity to do 'reach-out' in the community! Residents will get copies in the mail, and will also have the option to fill-out the survey online!

- Jill will soon take advantage of participating in a live stream concerning the Affordable Care Act. This is an opportunity to learn and share information concerning the new law.

- Jill shared a rough draft of her 'Programs' schedule.

- A new schedule is being implemented to accommodate training hours for staff. Carol will be training Dawn on Fridays. Celia will also be learning new jobs. In October, Jill will be posting a notice for the job of 'Page'. In November, applications & Interviews will take place. Training will be in December.

**CORRESPONDENCE:** A letter was sent to Mr. Greg H. Ohlendorf, President & C.E.O. of First Community Bank & Trust. The letter concerns the removal of the ATM building from the library property when the lease expires on 11-30-13. This issue will be addressed after that date.

## **COMMITTEE REPORTS**

**Building/Grounds:** Joe noticed wear on the painted areas of the front porch. Shirley will call Fred about possibly painting needy areas.

**Housekeeping:** Kathy reports all is going well.

**Personnel:** Gwen has no news at this time.

**Schools:** Jennifer announced that school starts tomorrow. She will be joining Jill at the Open House in a few weeks.

**Social:** Beverly is prepared to serve refreshments at future programs. .

**General:** Shirley talked to our Security Provider, **DMC** about the false alarms that have become frequent. They agreed to replace the panel with no charge to us.

Al Bakhaus sent a detailed invoice for work completed.

Mike Stanula visited Scotland recently with his son & the Chicago Stockyard Kilty Pipers!

Library Expansion Meeting here August 27, 6:30 with Mike Stanula.

Biery moved to contact DMC about arming the entire building, seconded by Saller.

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

**AUDIENCE PARTICIPATION:** None.

**UNFINISHED BUSINESS:** None.

**NEW BUSINESS:**

Gwen presented the results of her gathering of Interest rates at the local banks. With rates as low as .18% (7-11 mos.) to .95% (5 years), board voted to move the mature CD into the Cetera Investment Portfolio. Much discussion led to this decision.

Wehling moved to transfer \$25,000.00 from Midland Bank to the Cetera Investment Portfolio, seconded by Skold.

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

Gwen spoke to Marcia about doing an AFR (Annual Financial Report). She will send the paperwork to Gwen, as requested. We will have until December to complete it.

Jill presented to **Bulletin Board Policy**. Following discussion, Dean moved to adopt the BULLETIN BOARD POLICY, as amended, seconded by Bunte.

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

Skold moved to release the Executive Minutes from April through July 2013, seconded by Bunte.

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

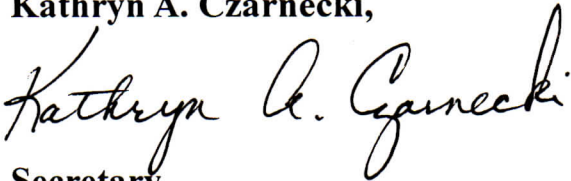
**ANNOUNCEMENTS:**

- **August 27, 2013, 6:30 p.m. Library Expansion meeting here**
- **Regular Board meeting September 17, 2013, 7 p.m.**

Czarnecki moved to adjourn meeting at 8:45 PM , seconded by Bunte.

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

**Kathryn A. Czarnecki,**



**Secretary**