

**BEECHER COMMUNITY LIBRARY  
BOARD MEETING  
Tuesday, October 18, 2016 7:00 PM - Library**

Regular Board 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**

Regular & Executive minutes were reviewed. Following review, Saller moved to accept both minutes as presented, seconded by Skold.

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

**TREASURER'S REPORT**

Gwen presented the Treasurer's report and the Financial recap. Board reviewed and discussed.

Total Interest accrued on Investments this period, \$3,757.39.

Cetera, \$36.25, First Community Bank CD's \$897.34, Midland States Bank, 3 CD's, \$2823.80. (CD amounts are for 3 quarters)

Skold moved to approve Treasurer's report as presented, seconded by Bunte.

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

Outstanding Bills were presented & additions noted. Vicki reports projected total outstanding bills, \$127,814.80.

Czarnecki moved to approve payment of outstanding bills, seconded by Skold.

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

**DIRECTOR'S REPORT**

- September Checkout Stats up from last year. *Media On Demand* 187, *Freegal* steady.

- The Children's programs have slowed down since summer. Christine

Coats' *Paris Travelogue* had 17 attendees. Alaska & Italy Travelogues scheduled in Oct. & Nov. The Improv for Teens was cancelled & will be re-scheduled. Board discussed ways to get teens to read announcements. Jill talked about her limitations with messy projects for children.

- Jill explained the RAILS 'Standards' Draft.
- SWAN is considering adding 22 libraries to the organization. BCL's SWAN fees have been locked-in at \$10,341.00 for FY 16-18. The fees are estimated to go up to \$12,400 in 2019.
- Lance Saller & Kathy Czarnecki are up for re-election in April 2017.
- Christmas & New Years are on Sunday this year. Board agreed the library will be closed on the eve of both holidays. Monday is a State & Federal Holiday. Closing the library on the 2 Mondays was discussed, tabled for 'New Business'. Staff pay for time lost today was discussed.
- Story Time for preschoolers takes place most Wednesdays at 9:30 a.m. Retired elementary teachers are reading. Story, Music & Crafts will be included. Jennifer suggested advertising at the Preschool.
- Jill will take a vacation day on Mon. Nov. 7<sup>th</sup>.

## **CORRESPONDENCE**

- A letter was sent to Mr. Michael Hameister, L&H Services & Alan Bakhaus, Bakhaus Electric, notifying them that they must abide by the Laws of Prevailing Wage.
- Estimate received from ALL-RIGHT Signs for a deposit for the Digital Outdoor sign. Following a phone vote, a check was sent to Mr. Bill Hollahan, ALL-RIGHT SIGNS in the amount of \$7,292.35 as a deposit for the Digital Sign. Also enclosed was a Building Permit, Tax-Exempt Letter & a copy of their estimate. Board agreed to pay All-Right via phone vote, (Set. 23-24).
- A letter from Jake Andringa, Dutch American Foods, notifying the library of re-imbusement due (\$1243.10) for property taxes, as per our agreement.
- A letter from Piggush Engineering, Inc. concerning the Subgrade change order's new cost. Board agreed to the Order Change by phone vote (Sept. 23, 2016).
- Letter & detailed estimate from Neil Piggush on Oct. 17, 2016. Letter includes his recommendation to pay Hamann Excavation, Inc. for the work completed in the amount of \$117,374.43. Detailed estimate enclosed.

## **COMMITTEE REPORTS**

**Building/Grounds:** Lance reports the Parking Lot nearly completed,

everything went well. Werner's was here to discuss landscaping in ATM area where new curbs were installed. Anything left sticking above ground can be hidden with boulders.

Shirley reported on the Bank's financial responsibility for restoring the ATM area. Neil re-figured their portion to be \$882.25. They will be notified.

**Housekeeping:** Kathy reports the cleaning crew had the day off.

**Personnel:** Gwen has no report.

**Schools:** Jennifer had no news.

**Social:** Beverly reports refreshments will be served at the ALASKA program, donut holes and cider.

**General:** Shirley shared that Dawn has heel spurs & we are currently looking into floor pads for staff. Shirley explained Fred's bill for \$182. Gwen asked that he itemize in the future.

**PUBLIC COMMENTS:** None

### **UNFINISHED BUSINESS**

A Formal Vote was taken for the Parking Lot Change Order.

Dean moved to accept the Change Order for additional Excavation in Drive Lanes, totaling \$39,084.75, as per Phone Vote of Sept. 23, 2016, seconded by Saller.

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

A Formal Vote was taken to pay the one-half deposit to All-Right Signs for the Message Board, following the phone vote of Sept. 23-24, 2016.

Dean moved to pay a deposit of \$7,292.37 to All-Right Signs for a one-half deposit on the Digital Message Board, seconded by Skold.

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

### **NEW BUSINESS**

Shirley addressed the Levy ordinance for the FY 2016-2017. A Public Hearing is not necessary. We will be getting \$289,988.00.

Biery moved to adopt ORDINANCE #74 ORDINANCE LEVYING AND ASSESSING TAXES OF BEECHER PUBLIC LIBRARY DISTRICT, WILL COUNTY, ILLINOIS, FOR THE FISCAL YEAR BEGINNING JULY 1, 2016 AND ENDING JUNE 30, 2017, seconded by Czarnecki.

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

Biery moved to send check in the amount of \$1243.10 to Dutch American Foods for reimbursement for Real Estate Taxes, as per agreement, seconded by Saller.

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

The Policy for paying staff for time off through no fault of their own was reviewed & discussed. Following discussion, Dean moved to compensate staff for today, seconded by Czarnecki.

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

Skold moved that we close the library on the Monday following both Christmas and New Years Day, seconded by Czarnecki.

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

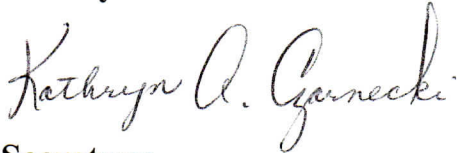
#### **ANNOUNCEMENTS**

**- Regular Board Meeting November 15, 2016, 7:00 pm, Library**

Skold moved to adjourn meeting at 7:43 p.m., seconded by Czarnecki.

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

**Kathryn A. Czarnecki**



**Secretary**