

**BEECHER COMMUNITY LIBRARY**  
**Monthly Board Meeting**  
**Tuesday, May 19, 2020 7:00 PM**  
**Meeting was conducted via Conference Call**

Due to restrictions put forth concerning the Covid-19 Pandemic, the May 19,2020 regular meeting was held via conference Call.

Meeting began with roll call.

**TRUSTEE ROLL CALL: Biery, present; Bunte, present; Czarnecki, present; Saller, absent; Skold, absent; Stamper, present; Wehling, present.**  
Jill Grosso was also present.

**SECRETARY'S REPORT**

April 21, 2020 minutes were reviewed. Following review, Wehling moved to accept minutes as presented, seconded by Stamper.

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

**TREASURER'S REPORT**

Jennifer presented the Treasurer's report. Total outflows for April, \$26,122.88. Financial recap reviewed. Following review, Czarnecki moved to approve the Treasurer's report, seconded by Stamper.

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

Lance Saller joined the meeting during review.

Outstanding bills for April were reviewed, additions noted. Total Outstanding bills for April, \$14,421.56.

Following review, Czarnecki moved to approve payment of outstanding bills, with additions, seconded by Stamper.

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

**DIRECTOR'S REPORT**

Stats were low, with the exception of **Media On Demand** which had the highest stat ever recorded , 540. Obviously a result of Covid 19 quarantine.

- Mill will be cancelling the Summer Reading Program, the Dinosaur program and the 2020 Magazine Adoption Program.

- SWAN has forced it's entire membership into a negotiated EBSCO database package deal that will cost us \$1,422. The new package includes **Consumer Reports**, a much requested magazine. The GALE databases are up for renewal (\$2,600.01). Decision on

hold until June.

- Rachel has held 2 virtual STORYTIME sessions. The first Storytime got 166 views and 12 comments on Facebook. She will continue to entertain online.
- In response to many requests, SWAN is offering remote library card registration to check-out ebooks & other virtual services for 90 days. When the libraries are open for business, patrons can come in & verify & apply in person. Jill will offer this service.
- Jill would like to purchase new book holders/stands which are old, bent & shabby. Czarnecki moved to purchase replace Book holders/stands (82 lg., 14 sm.), seconded by Wehling.

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

- The End Cap displays for the shelving units were discussed.

Biery moved that we purchase 10 new End Cap displays, seconded by Stamper.

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

- Finally, Jill gave a presentation concerning reopening for curbside service when Illinois moves into Phase 3. Jill has discussed this with the staff & has put together a list of requirements that must be met before this can happen. The library is in need of hard-to-get cleaning supplies. Lance offered to get Hand Sanitizer, others were asked to keep an eye out for EPA approved disinfectants.

- Shirley requested that Jill put together a formal, detailed proposal, and the board will call a special meeting to consider the matter when she completes the list.

There needs to be much advertising beforehand, so the sooner this proposal is put together, the sooner we can meet and then get word out to the public.

#### **CORRESPONDENCE:**

- Letter to **Margie Cook, President, & Mr. Joseph Falaschetti, Fire Chief, Beecher Fire Protection District & Michelle Huckleby, Beecher Post Office**, concerning their parking assignments and restrictions in our lot. So far everyone is complying.
- A letter of appreciation to **Mr. Gary Pleckham**, including a check for \$7,690.00, the balance of his fee for painting the library.
- A letter of thanks and a check for \$8,885 to **Ms. Kathy Nickison , Beecher Floor Covering**.

#### **COMMITTEE REPORTS:**

**Building/Grounds:** Shirley reports that the Meeting Room has been thoroughly cleaned by Jean Smith, Kathy Czarnecki & herself. Jill reports she & the Staff are hard at work fulfilling their duties.

- A big Thank-You to Beverly, who kindly offered to pay for all the windows in the library to be cleaned. They look fantastic!!

- Michelle joined Shirley & Werner's walking around the grounds to discuss the burnt bushes and new landscaping around the new Addition. Details in New Business.

**Schools:** Jennifer shared that this is technically the last week of the school year.

Students are returning all their books, laptops etc. to the school where they are placed in

quarantine for 10 days.

**Social:** Beverly has no news.

**General:** none.

#### **AUDIENCE PARTICIPATION, none.**

#### **OLD BUSINESS**

Shirley had Volek out to see the leak in the ceiling in the Meeting Room. The Roofers came out quickly & the repair was done within 1 hour. They will replace the ceiling tile. Shirley updated the board on the status of the Addition/Redecorating in the library. First on the agenda is to approve the 5<sup>th</sup> draw for Rick Volek.

Biery moved to approve a \$40,00.00 check to Volek Brothers Construction as their 5<sup>th</sup> draw, seconded by Saller.

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

Volek is still searching for someone to make 2 mullions for meeting room windows, replacing ceiling tile, purchasing new shutters for the entire building, & replacing a light bulb in the back of the building. Later on they will be re-surfacing the parking lot.

- 18 new blinds have been installed in the entire library, cost, \$6,254.

- Today 19 upholstered chairs were vacuumed, washed clean & sanitized. Job well done.

Biery moved to pay \$190 for their service, seconded by Czarnecki.

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

Hansen's will re-upholster 9 side chairs for \$3,000, including padding & stripping.

Biery moved to approve Hansen's proposal to re-upholster 9 side chairs for \$3,000 seconded by Czarnecki.

**Biery, yes; Bunte, yes; Czarnecki, yes; Saller, yes; Skold,; Stamper, yes;**

**Wehling, yes. Motion passed.**

- The library's water bills have been running high. L&H is coming out tomorrow for free. They proposed a new Maintenance Agreement more suitable to our needs..

Saller moved to accept the L&H Maintenance Agreement, seconded by Wehling.

**Biery, yes; Bunte, yes; Czarnecki, yes; Saller, yes; Skold,; Stamper, yes;**

**Wehling, yes. Motion passed.**

Jili agreed to contact Mike at L&H.

Board reviewed the status of our CD's. Following discussion, Wehling moved to leave the CD's for 24 mos. At the .55% rate, seconded by Biery.

**Biery, yes; Bunte, yes; Czarnecki, yes; Saller, yes; Skold,; Stamper, yes;**

**Wehling, yes. Motion passed.**

#### **NEW BUSINESS**

When Shirley and Michelle accompanied John Werner during his visit, they pointed out the burnt bushes. He had no doubt that salt was the culprit. Shirley has since attempted to contact Reitveld several times, with no results. Lance has agreed to contact him.

Werner's presented a proposal for landscaping both sides around the addition, plus

mulching & flowers, \$3,982. A dwarf Dogwood will be \$200-300 extra.  
Stamper moved to accept Werner's proposal for \$3,982 plus extra for a Dwarf Dogwood tree, seconded by Czarnecki.

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

- The estimate for replacing & mulching the burnt bushes will be \$1410.
- Shirley will be contacting Wehling Lawn care to treat the fungus in the grass.
- Paula & Steve Weishaar, Beecher Beautification Committee, offered to plant annuals around the Time/Temp. sign, for \$125.

Wehling moved to have Paula & Steve plant annuals for \$125, seconded by Czarnecki.

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

- Shirley shared that 20 years ago, Larry Hammiest (L&H) recommended we have our Ducts cleaned. Money was tight and it couldn't be done. Now would be a good time to get them done. Clean ducts mean a more efficient heating/cooling system. The board discussed & agreed to have someone out & get a quote. A Voice Vote or Special meeting may be called when an estimate is given.
- Shirley shared that our staff members: Celia, Dawn, Phil, Sharon & Rachel sent Thank-You notes for our consideration during this time of the Covid pandemic.

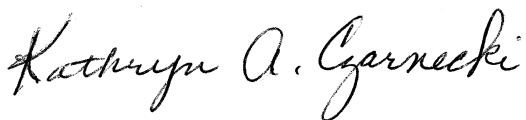
#### **ANNOUNCEMENTS**

**- Regular Board Meeting, June 16, 2020, 7 p.m.**

Saller moved to adjourn regular meeting at 8:14 p.m., seconded by Czarnecki.

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

**Kathryn A. Czarnecki**



**Secretary**