

BEECHER COMMUNITY LIBRARY
Monthly Board Meeting
Tuesday, August 18, 2020 7:00 PM

A Public Meeting was held before the regular Board Meeting to discuss Ordinance #87 Providing for the Budget and Appropriations for the Beecher Public Library District, Will County, Illinois, for the Fiscal Year Beginning July 1, 2020 and ending June 30, 2021.

The hearing began with the Pledge of Allegiance.

TRUSTEE ROLL CALL: Biery, present; Bunte, present; Czarnecki, present; Saller, present; Skold, present; Stamper, present; Wehling, present.

Jill Grosso and Vicki Squier were also present.

President Biery explained the purpose of the Ordinance and led a review of the various parts contained in the Ordinance. Following discussion, the regular meeting commenced.

* Shirley announced an addition to the agenda, Burglar Alarm/Fire Alarm for Addition.

SECRETARY'S REPORT

Minutes from the Regular Meeting of July 21, 2020 were reviewed. Following review, Skold moved to accept minutes as presented, seconded by Bunte.

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

TREASURER'S REPORT

Jennifer presented the Treasurer's report & financial recap. Following review, Czarnecki moved to approve the reports, seconded by Wehling.

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

Outstanding bills for July were reviewed, additions noted. Total Outstanding bills for July, \$16,913.40, pending additions.

Following review, Saller moved to approve payment of outstanding bills with additions & any that arrive before month's end, seconded by Czarnecki.

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

The Budget Comparison was reviewed and found to be sound.

DIRECTOR'S REPORT

- Stats: July checkouts, 606, Building Appointments, Aug.3-14, 66. Media On Demand cleared 500 for the first time in July.

- Jill shared that Dawn will be undergoing surgery in November & will be unable to

work for 4-6 weeks. Hours for staff will be adjusted accordingly.

- The board listened as Jill gave an update on the **Will County Covid-19 Guidelines** for libraries. Jill has been making preparations for various issues that may arise during this time. In the event that there is exposure in the library via an employee or patron, we need to be prepared for closing and deep cleaning as well as the welfare of our staff & the Community. Jill has contacted 3 'Deep Cleaning' services for estimates and information. The lowest rate was \$2,500 with Servepro in Kankakee.

- The CARES Act will allot us \$15,000 in the event we need to close, deep-clean or compensate employees.

- Jill presented a 5-part Objective titled: **FY 20/21: Living with Covid-19 for the Foreseeable Future**. Her goal is to create new ways to accommodate the Public's need for information and services during this difficult time.

Jill has ordered more plexiglass partitions for the Circ desk.

Expanding hours was briefly discussed with no final decision at this time.

Czarnecki moved that we compensate employees in the event of the library closing due to Covid-19 or of their needing to be quarantined due to exposure, seconded by Skold.

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

CORRESPONDENCE:

* A letter to Mr. John Zarlengo, Asphalt Paving Co. thanking him for the bid, & notifying him of our choice of another company.

* Board members all received a copy of a letter the Mayor sent to all businesses apprising them of how Beecher is dealing with the Covid-19, and wishing all well..

COMMITTEE REPORTS:

Building/Grounds: Jill gave an update on the progress Fred is making in order to comply with the Fire Inspector's list of changes that need to be made in the library.

Housekeeping: Kathy reports that the staff are keeping up with the cleaning duties.

Landscaping: Michelle trimmed the Hostas and is taking care of the landscaping, as needed. We are all thankful..

Schools: Jennifer reports that the teachers and aides are currently in school preparing for school opening on August 28th. They anticipate 80% in-school attendance, 20%, remote.

Social: Beverly has no news.

General: Shirley addressed all the work & changes involved in complying with the Fire Inspector. The DMC Alarm rep. is working along with the Fire Inspector to insure the new Addition's alarm system complies.

OLD BUSINESS

Everyone agreed the new asphalt on the parking lot was a 'job well done'. The people representing this company and their work were of very good quality.

Biery moved to pay the company \$3170 for the job, seconded by Saller.

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

The Addition still needs draperies and a clock & some other finishing touches. The mullions are too busy, so we will eliminate some in the near future. All these last minute improvements will be taken care of in due time.

Shirley related the progress with the shutters. Rick Volek as had a difficult time finding what we need. Shirley gave the board a look at the sample piece that Rick had sent to us. It is not what we are looking for at all, very thick & weighed too much. Shirley found a company online that may have what we need. Rick agreed to follow up with them.

NEW BUSINESS

Biery moved to adopt **ORDINANCE #87 ORDINANCE PROVIDING FOR BUDGET AND APPROPRIATIONS OF BEECHER PUBLIC LIBRARY DISTRICT, WILL COUNTY, ILLINOIS, FOR THE FISCAL YEAR BEGINNING JULY 1, 2020 AND ENDING JUNE 30, 2021**, seconded by Skold.

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

We have a proposal from DMC for new alarms in the Addition & a Fire Alarm. Cost for both, \$10,480.

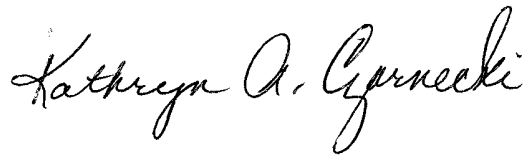
ANNOUNCEMENTS

- Regular Board Meeting, September 15, 2020, 7 p.m.

Saller moved to adjourn meeting at 8:03 p.m., seconded by Skold.

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

Kathryn A. Czarnecki



Secretary