

BEECHER COMMUNITY LIBRARY
Monthly Board Meeting
Tuesday, October 15, 2019 7:00 PM - Library

Meeting began with the Pledge of Allegiance, followed by roll call.

TRUSTEE ROLL CALL: Biery, present; Bunte, present; Czarnecki, present; Saller, present; Skold, present; Stamper, present; Wehling, present.
Jill Grosso & Vicki Squier were also present.

SECRETARY'S REPORT

September 17, 2019 minutes 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, yes; Wehling, yes. Motion passed.

TREASURER'S REPORT

Following review of the Treasurer's report, Czarnecki moved to approve the report as presented, seconded by Wehling.

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

Financial re-cap reviewed and found to be sound..

Outstanding bills were reviewed. Vicki noted additions making new total, \$18,616.59. Saller moved to approve outstanding bills with additions, seconded by Skold.

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

The Budget Comparison was reviewed & found to be satisfactory .

DIRECTOR'S REPORT:

- Stats: Checkouts, Reference questions & Media On Demand were up a bit. Freegal & Tumblebooks were slightly down, normal fluctuations continue.

- Program update: **Pinterest** party had only 2 attendees; **Pipe-Cleaner Superheroes**, 4. 16 have signed-up for the '**Cube**' so far.

Michael Powers will host a Travelogue on Paris and Italy on Nov. 13th.

- Jill spoke about turning on the Automatic Security System as it pertains to the Knitting Class. DMC charges \$20 each time they set it up. Options were discussed and Jill will talk with Sonia about that issue & will suggest she list dates 6 mos. to a year in advance.

- Karen Rock is resigning and we will be taking applications through Tuesday, Oct. 22nd.

- Our public computer #2 is broken, needs new hard-drive. Jill will attempt to repair it.

- Jill shared a list of new furniture that will be purchased for the children in the new Meeting Room. Jill, Karen, Staff & board members had input in choosing the most fitting furniture. The total cost, **\$3, 588.92** . The **very good news** is that **Kevin Walsh**,

~~owner~~ & president of "**Children's Plus**" has offered to pay for the furniture.

CORRESPONDENCE:

- A letter from Mr. Jake Andringa, Controller, **Arthur Van Baren Family Limited Partnership** (formerly Dutch American). The letter includes their tax bill & proof of payment for the rebate we give for the tax year, 2018. Shirley explained how we came to this rebate agreement with the company.

COMMITTEE REPORTS:

Building/Grounds: Joe explained his handout concerning L&H. Erik will be here on 10/25, as he is our exclusive rep. L&H will be sending out a new contract for 2020.

- Lance explained the reason we need new curbs on both sides of the new addition. Without them, it would be risky for people driving around each corner, not used-to the new configuration of the library building.

Housekeeping: Kathy reports all is well.

Landscaping: Michelle has removed all the Annuals & is waiting for better weather to finish the perennials..

Schools: Jennifer reports 'all is well' with the schools..

Social: We will be serving refreshments for the Travelogue by Mike Powers on Nov. 13..

General: Jill will be looking into CPR Training for the staff. Classmates from Zion took a tour of the library on the 3rd & 4th of October & everyone enjoyed the tour.

Shirley received \$1,000 from the Foundation for an ad the Sesquicentennial book.

OLD BUSINESS:

- **PSI Engineering** Invoice was explained. PSI Geo Technical Explore, subcontracted from Bohnak Engineering. Mr. Lewandowski at PSI lost the original bill. Trustees agreed to pay it via Voice vote on Sept. 20, 2019.

Volek Bros. Construction charged \$5, 577.00 for concrete work & curb removal, etc. which was also approved via Voice vote on Oct.11, 2019.

Biery moved to formally approve payment of \$3,300.00 to PSI Geo Technical Explore and payment of \$5,577.00 to **Volek Bros. Construction**, seconded by Czarnecki.

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

Biery moved to pay the third draw of \$49,149.00 to **Volek Bros. Construction**, seconded by Wehling.

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

We are still in need of a new Snow Plowing service. Shirley received a call from Reitveld in Crete. No contract thus far.

NEW BUSINESS:

Ordinance No. 86 was reviewed 7 discussed. Following discussion, Biery moved to adopt **ORDINANCE No. 86, ORDINANCE LEVYING AND ASSESSING TAXES OF BEECHER PUBLIC LIBRARY DISTRICT, WILL COUNTY, ILLINOIS, FOR THE FISCAL YEAR BEGINNING JULY 1, 2019 AND ENDING JUNE 30, 2020** seconded by Skold.

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

Board reviewed and discussed the library's **Emergency Closing Policy** and the **Salary Policy**.

Following discussion, Skold moved to adopt the **Emergency Closing Policy** as revised & the **Salary Policy**, as-is, seconded by Saller.

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

Joe asked that he be excused to leave at this time.

Shirley brought the board up-to-date on the progress new addition. The Building Fund Account was reviewed. Everyone followed along with a handouts that Shirley put together. The addition is now enclosed and the Electric, duct-work and wallboard are next on the agenda. Trustees were able to see the addition and review those items that are needed now, later, & in the future, both inside & out.

Shirley announced that the sub-committee will be meeting with Robin, our Interior Decorator soon. Ordering furniture, blinds, valances, flooring, carpet etc. are on the agenda.

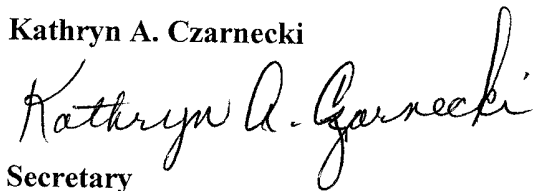
ANNOUNCEMENTS

- Regular Board Meeting, November 19, 2019, 7 p.m.

Saller moved to adjourn regular meeting at 8:50 p.m., seconded by Bunte.

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

Kathryn A. Czarnecki



Secretary