

**BEECHER COMMUNITY LIBRARY
BOARD MEETING
Tuesday, November 21, 2017 7:00 PM - Library**

Meeting began with the Pledge of Allegiance.

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

SECRETARY'S REPORT

October minutes were reviewed. Following review, Skold moved to accept minutes as presented, seconded by Dean.

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

TREASURER'S REPORT

Gwen presented the Treasurer's report.

Jennifer Bunte arrived at 7:06.

Report was reviewed by all & found to be accurate & sound.

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

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

- Financial re-cap was reviewed. Investments to be discussed in New Business.

- Outstanding Bills were reviewed, Vicki noted there were no additions at this time. Total Outstanding Bills: \$15,685.75.

Czarnecki moved to pay outstanding bills including any new additions, seconded by Bunte.

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

- The Budget Comparison was reviewed. Finances good early in FY.

- Vicki shared that she will Likely be away in December & will not attend.

DIRECTOR'S REPORT

- October Circ. Stats were up in all categories except Freegal. Good News!

- The Children's programs are fairly well attended. The *Russia Travelogue*

Program & the *Live Radio* Program each had 30+ attendees. Light refreshments were served at both events.

- Jill discussed plans to expand the Junior Fiction space. Jill shared options that she & Dawn thought would work.
- The Per-Capita Grant is due January 15, 2018. Jill read requirements for this year. Various board members volunteered to do reviews and complete training courses to meet these requirements. Members of the staff will also participate.

CORRESPONDENCE

None.

COMMITTEE REPORTS

Building/Grounds: Eric, from L&H came & checked the Heating System & filters as per maintenance agreement. The water that runs through the filters is now softened & is easier on the filters.

Joe reports Culligan will be here on Dec. 5th to replenish salt & fill the bin. Fred drained the hoses & brought them inside for the winter. He & Shirley will put-up the Holiday Wreaths on the Time & Temp. sign. Shirley also pulled up all the annuals around the sign.

The Firemen came over to pull the flag out of the tree. They think the pulley is broken. Shirley will call Larry Sanders about getting someone here to repair it. Gwen thinks the Schools may have someone they use.

Housekeeping: Kathy reported the crew has a new volunteer, Carol Napczk.

Personnel: Gwen has no news.

Schools: Jennifer reports no news.

Social: Beverly reports Russian Tea & Tea Cakes were served for Shirley's RUSSIA program. Refreshments were also served at the RADIO PLAYERS program.

General: Shirley had no more news.

UNFINISHED BUSINESS

Board discussed the Holiday Policy, i.e. closing dates. Dean moved to close the library on Dec. 23rd and Dec.30, seconded by Skold.

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

NEW BUSINESS

A formal vote was taken to purchase 2 new chairs for the public computer

area. Bunte moved to purchase 2 chairs from DEMCO for \$209.15, seconded by Wehling.

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

The Annual Report was discussed. Wehling moved to approve the Annual Report, seconded by Skold.

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

Jill gave a summary of the options for the CREDIT CARD Policy. Following discussion, Czarnecki moved to accept Option 1, with a minimum of \$1 and no American Express Card accepted, seconded by Skold.

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

Shirley explained the TIF (Tax Increment Financing District) policy being discussed by the Village of Beecher. Many other villages have participated in this program. Beecher is considering this option in order to bring more business here.

Options were discussed regarding re-investing the CAPITAL RESERVE accounts. Following discussion, Skold moved to roll over the CD's at both Banks for one year, seconded by Wehling.

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

Shirley talked with Jim Sprague about plowing snow this winter. Details and charges will be the same as last year. Biery then moved to accept the proposal from Jim Sprague for Plowing & Salting, seconded by Skold.

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

The installation of the new Cash drawer was discussed. Gwen spoke with Fred Postma today & he seemed confident that he can do the job. Shirley had everyone go over to the Circ desk to see where it will be. She is a bit apprehensive about the installation. Board felt confident that Fred would do a good job & seek assistance if necessary.

Skold moved to purchase the 13" cash drawer and have Fred install it, seconded by Dean.

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

Czarnecki moved to adjourn to Executive Session, seconded by Bunte at 8:53.

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

Board returned to regular session at 9:44

Biery moved to increase Jill Grosso's salary by 1.5% retroactive from July 1, 2017 through February, 2018, to be re-visited at March meeting..

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

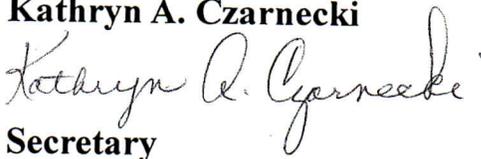
ANNOUNCEMENTS

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- **Regular Board Meeting, December 17, 2017, 7 p.m**

Skold moved to adjourn at 9:46, seconded by Czarnecki.

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

Kathryn A. Czarnecki


Secretary

BEECHER COMMUNITY LIBRARY DISTRICT
Tuesday, November 28, 2017 7:00 P.M.
SPECIAL MEETING

Meeting was called to order by president Biery and began with Pledge of Allegiance.

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

Board discussed the terms of Jill Grosso's 2017-2018 contract.

Biery moved to increase Jill's salary to \$46,100 retroactive July 1, 2017 to June 30, 2018, seconded by Czarnecki.

Biery, yes; Bunte, yes; Czarnecki, yes; Dean, yes; Saller, ; Skold, ; Wehling, yes.

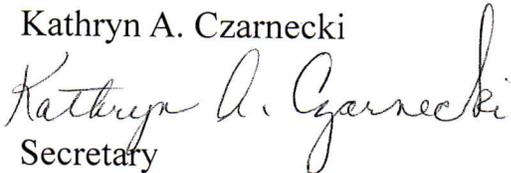
Motion carried.

Shirley discussed the use of the Parking Lot on off hours, as per our policy. An angry resident called to complain about a warning she got on her car recently. She was advised to park here for a party at the Community Center & was furious to be reprimanded. Board shared thoughts about the policy. Shirley shared the reasons the policy was adopted. She agreed to consult with Ken Fricker about this policy & the reasons why we adopted it.

Shirley announced that the CD Bank papers have been signed. Czarnecki moved to adjourn at 7:30 p.m. seconded by Bunte.

Biery, yes; Bunte, yes; Czarnecki, yes; Dean, yes; Saller, ; Skold, ; Wehling, yes.

Kathryn A. Czarnecki


Secretary