

BEECHER COMMUNITY LIBRARY
Monthly Board Meeting
Tuesday, January 18, 2022 7:00 PM

The meeting began with the Pledge of Allegiance.

TRUSTEE ROLL CALL: Biery, present Bunte, present Czarnecki, present, Kerber, present Saller, absent, Stamper, present Wehling, present. Jill Grosso and Vicki Squier were also present.

Additional Agenda Items: None

SECRETARY'S REPORT

Regular & Executive session minutes from the December 14, 2021 meeting were reviewed. Following review, Wehling moved to accept minutes as presented, seconded by Kerber.

Biery,yes **Bunte,**abstain **Czarnecki,**yes, **Kerber,**yes, **Saller,** **Stamper,** yes, **Wehling,** yes. Motion passed.

TREASURER'S REPORT

Bunte presented the Treasurer's report & Financial recap. Following board review, Stamper moved to approve both reports, seconded by Czarnecki.

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

Lance arrived.

The Outstanding Bills were reviewed. Following review and noting additions, Czarnecki moved to approve payment of Outstanding bills, totaling \$19,880.93 plus any late additions, seconded by Stamper.

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

Shirley gave a brief explanation on the various categories of the Budget Comparison during review. (011) Property Tax: final payment should arrive by Jan.27th. (404,502) Computer Maintenance & Equipment update. (501) Furnishings: Gold leaves for donor tree need to be purchased.

Vicki has distributed W-2's to all employees, to be forwarded to S/S.

Lance arrived.

DIRECTOR'S REPORT

- Statistics for December were up, others remain stable.

- Programs: ***Snowman Scavenger Hunt: 31.*** A great success. ***Hoopla,13 & Media On Demand, 245.***

- The Vaccine Clinics had 40 on 1/15. 40+ signed up for 1/17.

Jill gave an update on the future ongoing clinic dates which will include children.

- Storytime numbers are picking up. Karen would like to order a new sturdier erase board and Teaching Easel. Jill explained details of her handout. Karen would like the board to be interactive & on display for patrons to enjoy when they visit the library. Board agrees that size, sturdiness and location must be considered.

- Jill has tentatively booked the ***T-Rex Explorers (\$415)*** for the Summer Reading Program, Fri. June 17th 10 a.m. This same program was set & cancelled in 2021. Our Meeting Room isn't large enough for the numbers of children & parents who came to the last Summer program. Jill spoke with the Village & Kellie Karstensen about holding the affair in Firemen's Park or inside the Community Hall if it rains. Uncertainty concerning major Penfield construction was also discussed.

- Our 3 FREE email services through GoDaddy. Following discussion, it was decided we stay with the service @ \$1.99 per mo. For 1 yr... \$5.99 per mo. thereafter.

- Dawn stayed home for the CDC's recommended 5 days w/Covid. Our policy dictates we pay her for these days. She stayed home 5 more days due to symptoms but will not be paid for the additional days.

- The library is getting a new online catalog from SWAN in March. Hopeful it will be a better program.

- Jill has 2 extra holiday days due to Christmas/New Years being on Saturday. She will be off Feb. 8 & 9.

* Following Jill's report, Shirley gave a summary of Jill's performance as per Personnel request; board discussed.

CORRESPONDENCE: None.

COMMITTEE REPORTS

Building/Grounds: See Old Business

Housekeeping: Kathy reports the cleaning crew did a deep clean after clinics. Staff received many compliments on Christmas Decorations!

Landscaping: Michelle has nothing to report.

Schools: All is ok in school.

Social: Beverly has nothing to report.

General: Shirley reports the numbers are up for Book Discussion. Chairs will likely be arranged in a circle or semi-circle.

AUDIENCE PARTICIPATION: None

OLD BUSINESS: Rick reports there are ongoing issues the HVAC system. The humidity is at issue. Jill brought in a new gauge. The wall thermostat reads 15%, Jill's read 30%. Not good! The ideal is 40%. Shirley urged everyone to think about possible Contractors for a new HVAC system.

NEW BUSINESS

Shirley suggested we add Michelle Stamper as a new check signatory. Recently Jill & Vicki were in an unusual situation, lacking a signatory for payroll checks.

Jill & Vicki read the policy & spoke with the bank who arranged for Michelle to join Kathy & come in to sign papers as a temporary signatory. Following discussion, it was decided that we add Michelle to the list permanently. Trustees travel or are otherwise unavailable. All agreed this would be wise.

Biery moved to add Michelle Stamper as a permanent signatory for checks, seconded by Saller.

Biery, yes Bunte, yes Czarnecki, yes Kerber, yes Saller, yes Stamper, yes Wehling, yes. Motion passed.

Wehling moved to purchase 10 new Donor leaves, seconded by Stamper.

Biery, yes Bunte, yes Czarnecki, yes Kerber, yes Saller, yes Stamper, yes Wehling, yes. Motion passed.

Jill summarized Chapter 11 (Per-Capita Grant compliance). Teen programs every couple months & School tours will be on the agenda for the future. We are in compliance with Chapter 11.

-Board agreed the T-Rex program should go forward. Jill will lock it in.

Czarnecki moved to go into executive session to discuss personnel at 8:10 p.m., seconded by Saller.

Biery, yes Bunte, yes Czarnecki, yes Kerber, yes Saller, yes Stamper, yes Wehling, yes. Motion passed.

Board returned to regular session at 8:30 p.m.

Biery moved that we pay Betty McCann \$14.25 hr. & have a key made for her, seconded by Czarnecki.

Biery, yes Bunte, yes Czarnecki, yes Kerber, yes Saller, yes, Stamper, yes Wehling, yes. Motion passed.

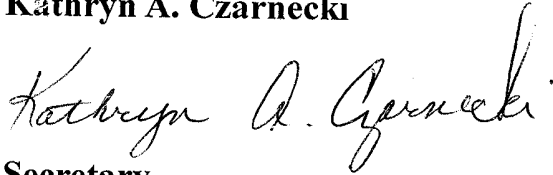
ANNOUNCEMENTS

Program: **Dixie Highway in Illinois, Wed. January 26, 2022 7 p.m.**
Regular Board Meeting, February 15, 2022 at 7 p.m.

Czarnecki moved to adjourn at 8:33 p.m., seconded by Wehling.

Biery, yes Bunte, yes Czarnecki, yes Kerber, yes Saller, yes, Stamper, yes Wehling, yes. Motion passed.

Kathryn A. Czarnecki



Secretary