

## STREATOR PUBLIC LIBRARY

Board Minutes

April 18, 2023

President David Reed called the April meeting of the Streator Public Library Board of Trustees to order at 4:30 p.m.

Present were board members Jane Farero, Gloria Gubbels, Spencer Lawrence, Darcy Mollo, David Reed, Gayle Russell, Ellen Vogel, and Gary Wheeler and Library Director Cynthia Maxwell.

Board member Tim Geary was absent.

### SECRETARY'S REPORT

Board secretary Jane Farero presented the minutes of the March meeting. Motion by Gary Wheeler to accept the minutes as presented. Seconded by Spencer Lawrence. Motion passed by voice vote.

### FINANCIAL REPORTS.

The financial report ending March 31, 2023 prepared by Lauterbach & Amen was presented. Motion by Ellen Vogel to accept the report as presented. Seconded by Gloria Gubbels. Motion passed by voice vote.

No bills were presented for payment.

### CORRESPONDENCE

None was presented.

### LIBRARY DIRECTOR'S REPORT

Director Maxwell would like to replace the library's present copier with a color copier. A new copier would cost \$4847.19. The present copier is worth \$1,000 as a trade in. Color copies by a patron would be \$0.50 per copy. In three and a half years, estimated income would cover the cost of the color copier.

Director Maxwell included a copy of Otto Baum Company's bid for tuck pointing needed on the south side of the building at a cost of \$14,610.

The second bid for the replacement of the roof on the east wing of the library which included a total tear down was over \$85,000. Director Maxwell contacted City Hall and was told a total tear down is not necessary.

Friends of the Streator Public Library has donated \$1,000 to the summer reading program.

Otis has ordered a replacement for the elevator call button which was damaged.

Three staff members attended the C2E2 Conference in Chicago on March 31.

### PRESIDENT'S REPORT

President Reed was able to talk to library attorney Phil Lenzeni about questions the board had related to the proposed Endowment Policy. Mr. Lenzeni informed President Reed that a separate Endowment Policy is not necessary but the board may create one if they wish. He also suggested that the any board established be only an advisory one. The Finance Committee and the Policy Committee will be meeting to finalize a proposal to be presented to the board.

## COMMITTEE REPORTS

Building and Grounds/ Jeremy Palm will be arranging a meeting with the committee to discuss moving forward on necessary repairs to the problem with the inside front stairs.

Finance/ The committee will be meeting to discuss the city attorney's review of the Endowment Policy.

Personal/ met to review the annual salary of the Library Director

## UNFINISHED BUSINESS

Melissa Badger, Project Manager of the Restoration Project reported on the project's progress. The project is ahead of schedule at this time. Electrical work and plastering are almost complete. Parma may be able to start restoration of the murals a month early

## EXECUTIVE SESSION

Motion by Spencer Lawrence to move to executive session to review the annual salary of the Library Director. Seconded by Ellen Vogel. Motion passed by voice vote.

The board entered Executive Session at 5:06 p.m.

The board returned to regular session at 5:30 p.m.

## NEW BUSINESS

Motion by Ellen Vogel to purchase a color copier for the library. Seconded by Spencer Lawrence. Motion passed by voice vote.

Motion by Gary Wheeler to accept the bid by Otto Baum Company for tuck pointing on the south side of the library. Seconded by Gayle Russell. Motion passed by voice vote.

Motion by Spencer Lawrence to increase Director Maxwell's salary \$3,000 retroactive to January 1, 2023 with no addition increase for 2024. Seconded by Gayle Russell. Motion passed by voice vote.

There being no other business, the meeting adjourned at 5:35 p.m.

Respectfully submitted,

Jane Wreith Farero  
Board Secretary