STREATOR PUBLIC LIBRARY

Board Meeting Agenda

July 20, 2021

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

Present were board members Ed Brozak, Jane Farero, Theresa Lukach, Ellen Park, Dave Reed, Ellen Vogel and Gary Wheeler and Library Director Cynthia Maxwell.

Board members Gloria Gubbels and Spencer Lawrence were absent.

SECRETARY’S REPORT

 Board secretary Jane Farero presented the minutes of the June meeting. Motion by Ellen Park to accept the minutes as presented. Seconded by Ellen Vogel. Motion passed by voice vote.

FINANCIAL REPORTS

 The monthly financial report prepared by Lauterbach & Amen was presented. Motion by Jane Farero to accept the report. Seconded by Ed Brozak. Motion passed by voice vote.

 Finance committee’s Theresa Lukach reported that the Endres Endowment is now valued at $103,441.03.

 No bills were presented for payment.

CORRESPONDENCE

 Director Maxwell received a letter complementing her staff for their good work. She also received a memorial donation of $600 for large print books honoring a longtime patron.

LIBRARY DIRECTOR’S REPORT

 The air handlers’ leaking unit has been repaired. The drains are now scheduled for annual cleaning to prevent future problems.

 Old radiators have been removed.

 TomKat has completed the dome roof project.

 The Explore More Illinois has been added back to the library’s website.

 Otis has repaired the elevator issues.

 Daniel Swain has been hired for the custodian position.

 On June 5, 2021 the Security Monitoring Service contacted the police department. The basement door was found partially open. No one was found in the building. Surveillance tapes were forwarded to the Streator Police Department. Deadbolts were installed on the exterior basement door and on the boiler room door. Director Maxwell will research the possibility of installing exterior security cameras on library doors.

 The monthly staff meeting was held on June 30, 2021.

PRESIDENT’S REPORT

 No report was presented.

COMMITTEE REPORTS

 Building and Grounds: Russ Lanning or Don Oliver may be contacted about the removal of a tread on the steps to the second floor to enable the structural engineer a clear view of the structure.

 Financial: No report

 Fund Raising: Matching funds for grants is now at $130,275.00.

UNFINISHED BUSINESS

 Meeting room: Much of the work has been completed. The speakers to go with the video camera have not been installed to date.

 Breakroom ceiling repair: Director Maxwell has received only one bid of $5,000 for the repair. The board requested that Director Maxwell continue to request bids on the ceiling repair.

 Back Flow Valve Quote: Ed Brozak of Building and Grounds will contact Melvin Plumbing for a quote on the back flow valve replacement.

NEW BUSINESS

 Serving Our Public: Chapters 9 and 10 were reviewed. Questions by board members were discussed. Director Maxwell will place additional suggested resources and links on the library website.

 Grant for Restoration of the Mural: All the technical information necessary for the possible grant is included in Parma’s quote.

 Dedication of the meeting room: Dedication of the Rubin Soderstrom Seminar Room will be on Sunday, September 5, 2021 at 2 p.m. Invitations will be sent the first week in August.

 Director’s vacation: Director Maxwell requested vacation time August 3-6, 2021. Motion by Jane Farero to grant Director Maxwell’s request for vacation time. Seconded by Gary Wheeler. Motion passed by voice vote.

 Front Entrance Upgrade: Director Maxwell has received a bid of $ 5,885.00 to replace the tile from the front entrance to the wood floor in front of the charge desk. Motion by Gary Wheeler to obtain 2 more bids and choose the best. Seconded by Ellen Vogel. Motion passed by voice vote.

There being no other business, the meeting adjourned at 5:50 p.m.

 Respectfully submitted,

 Jane Wreith Farero

 Board Secretary