

## STREATOR PUBLIC LIBRARY

### Board Minutes

October 17, 2023

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

Present were board members Sandy Austin, Jane Farero, Gloria Gubbels, Darcy Mollo, David Reed, Gail Russell, Ellen Vogel, and Gary Wheeler and Library Director Cynthia Maxwell. Board member Spencer Lawrence was absent.

#### SECRETARY'S REPORT

Board secretary Jane Farero presented the minutes of the September board meeting. Motion by Gary Wheeler to accept the minutes as presented. Seconded by Ellen Vogel. Motion passed by voice vote.

#### FINANCIAL REPORTS

The financial report ending September 30, 2023 prepared by Lauterbach & Amen was presented. Motion by Gary Wheeler to accept the report as presented. Seconded by Ellen Vogel. Motion passed by voice vote.

No bills were presented for payment.

#### CORRESPONDENCE

There was no correspondence presented.

#### LIBRARY DIRECTOR'S REPORT

Diversified Sheet Metal will be submitting a quote for repairs to the back door awning. When the repairs are completed the camera for the back door can be installed. The repair to the awning and the installation of the camera should be completed by the November board meeting. Board member Gary Wheeler commented that it has been approximately a year since the camera was to be installed at the back door and that this should have been completed in a timelier manner.

The application for tourism signs for Streator's Carnegie Library to be posted I-55 and I-39 have been sent to IDOT.

The library has ordered over 900 books for the Friends of the Library. The Friends will be handing out the books at Streator's Downtown Trick or Treat on October 28<sup>th</sup>.

The renewal application for displaying the Poundstone Flag has been sent. This process was to have been done last year. The next renewal will be 2025.

Library card processing was reviewed at the monthly staff meeting as well as Cards for Kids online applications.

#### PRESIDENT'S REPORT

There was no president's report presented.

## COMMITTEE REPORTS

Building & Grounds/ No report given.

Finance/ The information on Designated Funds is now included with Lauterbach & Amen's monthly report.

Policy/ The board will be voting on the new Patron's Code of Conduct policy presented at the September board meeting.

Fund Raising/ The committee has received confirmation from 4 of last year's sponsors for a sponsorship for the 2024 fund raiser. November 1, 2023 is the deadline for confirming a 2024 sponsor's position. After that date sponsorship will be open to new companies or individuals.

## UNFINISHED BUSINESS

The awning at the back door should be repaired and the camera in place by the November board meeting.

Director Maxwell provided information on the summer reading program. Some board members would like to see more detailed information on the program in the future.

Director Maxwell will present the complete cost of the dome/mural restoration at the November board meeting.

## NEW BUSINESS

Director Maxwell presented the Tax Levy Resolution for 2024. Motion by Gary Wheeler to approve the Tax Levy for 2024 which will be presented to the city. Seconded by Gail Russell. Motion passed by voice vote.

There were no questions on Chapters 7-9 of Serving Our Public. Chapters 10-12 will be reviewed at the November board meeting.

Motion by Jane Farero to accept the proposed policy on Patron's Code of Conduct. Seconded by Gloria Gubbels. Motion passed by voice vote.

The quote for the repair on the awning by Diversified Sheet Metal did not arrive in time for the meeting.

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

Respectfully submitted,

Jane Wreith Farero  
Board Secretary