

STREATOR PUBLIC LIBRARY  
Board Minutes  
February 20, 2024

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

Present were board members Sandy Austin, Jane Farero, Darcy Mollo, David Reed, Ellen Vogel and Gary Wheeler and Library Director Cynthia Maxwell.

Board members Spencer Lawrence and Gail Russell were absent.

President Reed administered the Oath of Office to incoming board member Jack Schuler.

#### SECRETARY'S REPORT

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

#### FINANCIAL REPORTS

The financial report ending January 31, 2024 prepared by Lauterbach & Amen was presented. Motion by Darcy Mollo to accept the report as presented. Seconded by Sandy Austin. Motion passed by voice vote.

No bills were presented for payment.

#### CORRESPONDENCE

President Reed read a note from the family of Clinton C. Quaka thanking the library for their work. Included with the note was a donation to the library.

#### LIBRARY DIRECTOR'S REPORT

Friends of the Library will be doing their May Basket fund raiser again this year.

The Illinois Public Library Annual Report will be completed by next week and will be submitted before the February 29<sup>th</sup> deadline.

Quintech has replaced our firewall, set up additional security, and synced all the library's computers to the new software.

The library is working with the Partner Abuse Intervention Program (PAIP) to develop educational programs at the library.

Volunteer Julia Barickman has prepped the seeds for the Seed Library.

Melissa Badger is training in all elements outlined in the Succession Plan.

The majority of the library staff has completed their Sexual Harassment Training.

The monthly staff meeting was replaced by reviews of staff 2024 goals.

#### PRESIDENT'S REPORT

President Reed reminded board members to sign the card for retired board member Gloria Gubbels thanking her for her years of service.

## COMMITTEE REPORTS

Building & Grounds/ Committee is waiting hear from snow removal companies on cost for services. Proud Electric is ready to start work on replacing light panel as soon as he hears from Director Maxwell. Director Maxwell has not had time to check about lighting at the base of the dome. Committee will look into removing the awnings on the south side of the building and replacing ceiling fans throughout the library.

Finance/ Committee is continuing to work on reporting the earnings of the designated funds.

Policy Committee/ Committee presented revised Borrower's Policies.

Fund Raising/ The Mini Golf Fund Raiser was a success. The final total amount raised should be available for the March board meeting.

## UNFINISHED BUSINESS

The beam supporting the front stairs has been installed by Vissering Construction. At that time, the footings for the beam were upgraded. Mr. Oliver will be closing the treads that were opened at the start of this project.

Russ Lanning is scheduled to refinish the stairs on March 12<sup>th</sup> through the 15<sup>th</sup>.

## NEW BUSINESS

Approval of the Borrower's Policies was tabled. The Illinois State Library will be contacted about clarification on two items in the suggested revision.

At this time, Director Maxwell handed in her resignation effective March 18, 2024.

There being no other business, the meeting was adjourned at 5:45 p.m.

Respectfully submitted,

Jane Wreith Farero  
Board Secretary