

## STREATOR PUBLIC LIBRARY

### Board Minutes

December 20, 2022

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

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

#### SECRETARY'S REPORT

Board secretary Jane Farero presented the minutes of the November meeting. Motion by Darcy Mollo to accept the minutes as presented. Seconded by Tim Geary. Motion passed by voice vote.

#### FINANCIAL REPORTS

The financial report ending November 30, 2022 prepared by Lauterback & Amen was presented. Motion by Ellen Vogel to accept the report as presented. Seconded by Spencer Lawrence. Motion passed by voice vote.

No bills were presented for payment.

#### CORRESPONDENCE

President David Reed read correspondence from Theresa Quaka. Included with the correspondence was a donation of \$150.

#### LIBRARY DIRECTOR'S REPORT

The security issue with the motion/fire sensors has been resolved.

A number of items have been completed for the Mini Golf Outing in January. Nate has completed the Mini Golf logo, Tiffany Webster has designed and posted promotions of the event on Facebook, the State Temporary Liquor License has been received and Director Maxwell continues to add information on the event on the library's website.

A power outage created a networking issue for the public printer and security system which has been resolved.

The library is hosting a "Giving Tree" for Parker Nursing & Rehabilitation.

The Per Capita Grant is complete and ready to submit on January 30, 2022.

A staff meeting was held in November before Thanksgiving and reviewed security issues, Winter/Spring Library Programs and networking troubleshooting.

#### PRESIDENT'S REPORT

No report was given.

## COMMITTEE REPORTS

Building and Grounds/ The committee is waiting for cost estimates.

Finance Committee/ Board members were given information on the library's designated funds. Chair Spencer Lawrence presented the suggested Financial Policies and Procedures for the library.

Fund Raising/ Gloria Gubbels explained the Challenge Baskets which will be available at the Mini Golf Outing. The committee is hoping to have 10 plus baskets to offer. Plans are to set up the course on January 18 and 19, then to begin decorating at 7 a.m. on January 20 for the sponsor's event on Friday evening.

## EXECUTIVE SESSION

Motion by Tim Geary to move to executive session to discuss personnel issues. Seconded by Spencer Lawrence. Motion passed by voice vote.

The board entered executive session at 4:58 p.m.

Motion by Spencer Lawrence to return to regular session. Seconded by Gayle Russell. Motion passed by voice vote.

The board returned to regular session at 5:19 p.m.

## UNFINISHED BUSINESS

Trim work is finished in the Tutoring Room. Work on lowering the table is still to be done.

Money for the inside step repair and restriping of the parking lot will be addressed at the December 21, 2022 City Council Meeting.

Tim Geary will check to see if there is a possibility that the city would consider installing security cameras in the city parking lot.

## NEW BUSINESS

The board has reviewed the proposed budget of 2023. Motion by Gary Wheeler to accept the budget as presented. Seconded by Tim Geary. Motion passed by voice vote.

Motion by Gary Wheeler to accept the Financial Policies and Procedures presented by the Finance and Policy Committees. Seconded by Gloria Gubbels. Motion passed by voice vote.

Motion by Gary Wheeler to increase staff salaries by \$1 an hour. Seconded by Spencer Lawrence. Motion passed by voice vote.

There being no other business, the meeting was adjourned at 5:31.

Respectfully submitted,

Jane Wreith Farero  
Board Secretary