

STREATOR PUBLIC LIBRARY

Board Minutes

May 19, 2020

ZOOM

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

Present were board members Ed Brozak, Jane Farero, Gloria Gubbels, Spencer Lawrence, Theresa Lukach, Ellen Park, Dave Reed, and Ellen Vogel and Library Director Cynthia Maxwell.

Board member Gary Wheeler was absent.

SECRETARY'S REPORT

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

FINANCIAL REPORTS

The monthly treasurer's report was presented. Motion by Ed Brozak to accept the report as presented. Seconded by Gloria Gubbels. Motion passed by voice vote.

The Endres Endowment is now valued at \$91,573.28.

Treasurer Spencer Lawrence informed the board that three certificates of deposit will be coming due. He will be looking at the best rate available to meet our needs.

Director Maxwell has received that bill for the annual audit. The cost will be \$6,7120.

CORRESPONDENCE

No correspondence was presented.

LIBRARY DIRECTOR'S REPORT

Carpeting for the director's office, the cataloger's office and the staff breakroom has been ordered. Instillation should begin soon in the two offices.

Digital library cards are being issued. This will allow patrons to utilize our e-content.

Electrical work continues on the meeting room.

The authorized disposal of old records is almost complete.

Director Maxwell provided the board with a basic summary of the work done by library staff during the closure.

Director Maxwell reviewed the procedures necessary to open the library. The library will start opening by offering curb side pick-up.

PRESIDENT'S REPORT

No report was given.

COMMITTEE REPORTS

No committee reports were given.

UNFINISHED BUSINESS

Director Maxwell is still looking for bids on replacing the library's roof.

NEW BUSINESS

Director Maxwell has learned the cost of the annual inspection of our security/ sprinkler system and repairs will be \$1,291.80. Motion by Spencer Lawrence to authorize the inspection and repairs of the security/sprinkler system at a cost of \$1,291.80. Seconded by Ed Brozak. Motion passed by voice vote.

As our time for the use of ZOOM was coming to an end, it was decided to hold a special ZOOM meeting on May 27, 2020 at 4:30 p.m. The purpose of the meeting will be to discuss in greater detail the steps and procedures for opening the library to the public

The meeting adjourned at 5:04 p.m.

Respectfully submitted,

Jane Wreith Farero
Library Board Secretary