

## STREATOR PUBLIC LIBRARY

Board Minutes

June 16, 2020

ZOOM

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

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

### SECRETARY'S REPORT

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

The secretary presented the minutes of the May 27, 2020 meeting. Motion by Ellen Park to accept the minutes as presented. Seconded by Gloria Gubbels. Motion passed by voice vote.

### FINANCIAL REPORTS

The monthly treasurer's report was presented. Motion by Jane Farero to accept the report as presented. Seconded by Gary Wheeler. Motion passed by voice vote.

Treasurer Spencer Lawrence reminded the board to review the information on the library's designated funds accounts he had sent out before the board meeting.

The Endres Endowment is now valued at \$ 93,201.14.

Director Maxwell reminded the board that a bond payment of \$7,500 will be due in June.

### CORRESPONDENCE

The library was informed by our insurance provider that there will be a slight raise in our premium this year.

### LIBRARY DIRECTOR'S REPORT

Prairie Cat will be taking holds on books beginning June 29.

New carpet has been installed in the Ralph Plumb Room and two offices.

Director Maxwell has received word that the library has been awarded \$17,137.50 from Per Capita Grant 2020.

TomKat Roofing will be contacting our insurance carrier about the roof damage. They feel the dome needs a total tear down and membrane replacement to prevent any further leakage. They also are sure the leaking is due to hail damage.

Work is ongoing in the future meeting room. Wallpapering is complete and the overhead lights have been installed.

The basement window has been repaired and painted.

The staff has finished deselection of material and has corrected the required files.

The director's office and the cataloger's office have been painted.

### PRESIDENT'S REPORT

No report was presented.

## COMMITTEE REPORTS

### Building and Grounds Committee

Three Trees has replaced the two trees on the south side of the library. They will see that the trees are watered this summer.

A staff member is cutting the grass.

The damaged window has been repaired.

## UNFINISHED BUSINESS

Work is continuing on in the meeting room.

TomKat will be meeting with the insurance adjuster.

## NEW BUSINESS

Motion by Gloria Gubbels to gift \$100 to Gary Schneider for repairing the book drop. Seconded by Ellen Vogel. Motion passed by voice vote.

It was decided to table the election of officers until the July meeting.

Director Maxwell is planning to open the library to the public on July 6. She outlined the steps that will be taken to keep the staff and the public safe during this difficult time.

Discussion about the necessity of a thorough cleaning before opening and the necessary cleaning on a daily bases once the library opens occurred. It was decided that the Building and Grounds Committee will meet on Friday morning to review the situation and make a recommendation to the board.

There being no other business, the meeting was adjourned at 5:26.

Respectfully submitted,

Jane Wreith Farero  
Board Secretary