

STREATOR PUBLIC LIBRARY
Board Minutes for Zoom Meeting
January 19, 2021

President Dave Reed called the January 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, Ellen Vogel, and Gary Wheeler on Zoom and Library Director Cynthia Maxwell at the library.

SECRETARY'S REPORT

Board secretary Jane Farero presented the minutes of the December board meeting. Motion by Ed Brozak to accept the minutes as presented. Seconded by Gloria Gubbels.

Ed Brozak, aye. Jane Farero, aye. Gloria Gubbels, aye. Spencer Lawrence, aye. Theresa Lukach, aye. Ellen Park, aye. Dave Reed, aye. Ellen Vogel, aye. Gary Wheeler, aye. All ayes. No nays. Motion carried.

FINANCIAL REPORTS

The monthly treasurer's report was presented. Motion by Spencer Lawrence to accept the report as presented. Seconded by Ellen Vogel.

Ed Brozak, aye. Jane Farero, aye. Gloria Gubbels, aye. Spencer Lawrence, aye. Theresa Lukach, aye. Ellen Park, aye. Dave Reed, aye. Ellen Vogel, aye. Gary Wheeler, aye. All ayes. No nays. Motion carried.

No outstanding bills were presented for payment.

It was reported that the Endres Endowment is now valued at \$102,176.01.

CORRESPONDENCE

Director Maxwell has received another estimate on the cleaning and repairs to the rotunda murals. Cost is estimated to be between \$90,000 to \$150,000.

LIBRARY DIRECTOR'S REPORT

Director Maxwell completed the year's book budget order through Amazon at a cost of \$7,000.

The computer networking issue has been identified and corrected.

The annual elevator inspection has been completed.

The Security monitoring contract has been renewed.

Our snow blower is being tuned up and repaired.

Director Maxwell has completed the annual performance reviews for all staff members.

A new website has been developed and published with a new host, Wix.com.

Director Maxwell held the monthly staff meeting on December 16, 2021. A major item covered at this meeting was a review of COVID-19 testing protocol.

PRESIDENT'S REPORT

No report was presented.

COMMITTEE REPORTS

Building and Grounds Committee No committee report

Finance Committee Board members met with Steve Litko a representative of Lauterbach & Amen, LLP about suggestions by auditors for annual audit. Two services offered by the company were presented.

Fundraising Committee No committee report

UNFINISHED BUSINESS

Director Maxwell had no information on what repairs TomKat was able to do before cold weather prevented continued work on the library's roof. She will contact TomKat for this information.

NEW BUSINESS

President Reed reported that a variety of grants require the institution to have matching funds available if they are to qualify for a grant. The board need's to ascertain if we can use any designated funds presently held can be used in this manner and/or if it is necessary to have a fund raiser for just this purpose.

Due to the time constrain of the Zoom meeting the building maintenance item on the agenda was tabled until the February board meeting.

Information necessary for the Per Capita Grant is due on March 15, 2021. The application consists of a series of questions to determine the status of the library in relationship to Serving Our Public 4.0 Standards for Illinois Public Libraries, and requires that the Library Director and Board of Trustees review Serving Our Public 4.0 in its entirety to evaluate if the library meets, is making progress toward meeting, or does not meet each standard. Director Maxwell will forward a copy of Serving Our Public 4.0 to board members tomorrow.

Director Maxwell informed the board that she will need to have health insurance starting in April. She has contacted the city and she may secure health insurance with their provider at an annual cost of \$9,646.00. The board would like to have additional information on the city's plan.

Library procedures for tracking hours worked, vacation time, and sick leave of staff was tabled until the February meeting.

Due to a lack of time the meeting ended at 5:25 p.m.

Respectfully submitted,

Jane Wreith Farero
Board Secretary