

STREATOR PUBLIC LIBRARY

Board Minutes
December 18, 2019

President Dave Reed called the December 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, Dave Reed, Ellen Vogel, and Gary Wheeler and Library Director Cynthia Maxwell.

SECRETARY'S REPORT

Board secretary Jane Farero presented the minutes of the November board meeting. Motion by Ellen Vogel to accept the minutes as presented. Seconded by Spencer Lawrence. Motion passed by voice vote.

FINANCIAL REPORTS

The monthly treasurer's report was presented. Motion by Theresa Lukach to accept the report as presented. Seconded by Ellen Park. Motion passed by voice vote.

Director Maxwell reminded the board that we will be getting a bill for mason work on the building. This money will be taken from the designated funds account.

Theresa Lukach informed the board that the Endres Endowment is now valued at \$101,967. 59.

CORRESPONDENCE

There was no correspondence to report.

LIBRARY DIRECTOR'S REPORT

Getz has taken over the security system monitoring and inspection for the library.

Two locking file cabinets have been purchased and placed in Director Maxwell's office.

Staff positions have been updated. Melissa Badger is Circulation Department Head, Ashley Meiners is Technical Services Department Head, and Ian Ernst is working in Information Services. Nicolas Moreno, the library's new employee is working as a Technical Services Associate.

Bodas Electric has repaired and replaced broken and poorly functioning lighting in the library.

PRESIDENT'S REPORT

No report was given.

COMMITTEE REPORTS

Building and Grounds Committee Chairman Ed Brozak reported that Otto Baum should be finished with the tuck pointing tomorrow. Nicolas Moreno has expressed an interest in doing snow removal this winter.

Fund Raising Committee's Ellen Vogel informed the board that no fund raising activities will be hosted until after the library referendum is voted on in March.

Motion by Theresa Lukach to move to Executive Session to discuss personnel. Seconded by Spencer Lawrence. Motion passed by voice vote.

EXECUTIVE SESSION

The board entered Executive Session at 5:02 p.m.

The board returned to regular session at 5:48 p.m.

UNFINISHED BUSINESS

Work is progressing on the meeting room. The wallpaper is up and the plumbers have been in to work on the kitchenette area.

There appears to be wind damage to the library's roof. Director Maxwell is to contact Dana at Ramza Insurance about what damages may be covered.

NEW BUSINESS

Each board member was given a copy of the ordinance necessary for placing a library referendum on the March 17, 2020 ballot. Motion by Spencer Lawrence to approve the ordinance for submission to the Streator City Council so a library referendum can be placed on the ballot of the March 17, 2020 election. Seconded by Gloria Gubbels. Motion passed by voice vote.

Motion by Ellen Park to grant Director Cynthia Maxwell vacation time from December 19, 2019 to January 6, 2020. Seconded by Spencer Lawrence. Motion passed by voice vote.

Motion by Spencer Lawrence to increase the salaries of Melissa Badger and Ashley Meiners on January 1, 2020 to \$10.00 per hour. Seconded by Ellen Park. Motion passed by voice vote.

Motion by Spencer Lawrence to raise Melissa Badger and Ashley Meiners hourly wage to \$10.75 on July 1, 2020. Seconded by Theresa Lukach. Motion passed by voice vote.

Motion by Spencer Lawrence to grant a 2.5% raise to Library Director Cynthia Maxwell. Seconded by Ed Brozak. Motion passed by voice vote.

All other employees will have hourly wages raised to \$9.25 as of January 1, 2020.

There being no other business, the meeting was adjourned at 6 p.m.

Respectfully submitted,

Jane Wreith Farero

