

STREATOR PUBLIC LIBRARY  
Board Minutes  
December 19, 2016

President Brian Kmetz called the December meeting of the Streator Public Library Board of Trustees to order at 6 p.m.

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

Board members Jim Blalock and Spencer Lawrence were absent.

#### SECRETARY'S REPORT

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

Motion by Jane Farero to pay J&M Cleaning Service for services provided. Seconded by Ellen Park. Motion passed by voice vote.

#### CORRESPONDENCE

There was no correspondence presented.

#### LIBRARY DIRECTOR'S REPORT

The back entry door has been repaired.

Melvin Plumbing has been at the library doing prep work for installation of some new piping in the spring.

The library's security system has been experiencing problems. Ficek Electric has provided an estimate of the cost of repairing the problems. Cost of materials and labor for the repairs will be \$5,935. Motion by Dave Reed to approve the repairs to the security system at a cost of \$5,935. Seconded by Ellen Park. Motion passed by voice vote.

#### PRESIDENT'S REPORT

President Kmetz has spoken to Mayor Lansford about questions the board has concerning any extra insurance necessary for items of Ruben Soderstrom that may be displayed in the refurbished meeting room.

#### COMMITTEE REPORTS

Ed Brozak of the Building and Grounds Committee reported that using information provided by city engineer Jeremy Palm, three contractors have been contacted for bids on work on the basement entrance on the north side of the library.

Gloria Gubbels and Dave Reed of the Building and Grounds Committee will talk to Schultz Monument Company concerning the company's donation of items to the library.

## UNFINISHED BUSINESS

The library is waiting to hear from Dr. Carl Soderstrom on plans for refurbishing the meeting room.

Three contractors have been contacted for bids on the basement entrance work.

Theresa Lukach provided the board with information from Streator Unlimited on the cost of outsourced custodial services.

Basement clean-up is progressing slowly.

## EXECUTIVE SESSION

Motion by Dave Reed to move to executive session to discuss personnel issues.

Seconded by Ed Brozak. Motion passed by voice vote.

The board moved to executive session at 7:18 p.m.

The board returned to regular session at 7:42 p.m.

## NEW BUSINESS

Director Maxwell will e-mail the board information on the library's Certificates of Deposit.

Motion by Dave Reed to amend the 2016 budget by moving \$6,000 from an automation line item to a security line item. Seconded by Ellen Park. Motion passed by voice vote.

Motion by Ellen Park to accept the 2017 Budget as presented. Seconded by Dave Reed. Motion passed by voice vote.

Motion by Gloria Gubbels to grant a 1% salary increase for 2017 to Streator Public Library employees with the exception of Brian Maxwell. Seconded by Ellen Park. Motion passed by voice vote.

There being no other business, the meeting adjourned at 7:50 p.m.

Respectfully submitted,

Jane Wreith Farero  
Board Secretary