

STREATOR PUBLIC LIBRARY

Board Minutes
February 16, 2016

Vice president Dave Reed called the February meeting of the Streator Public Library Board of Trustees to order at 6 p.m.

Present were board members Jim Blalock, Jane Farero, Gloria Gubbels, Jane Hart, and Dave Reed, and Library Director Cynthia Maxwell.

Board members Brian Kmetz, Spencer Lawrence, Theresa Lukach, and Ellen Park were absent.

SECRETARY'S REPORT

Minutes from the December meeting were presented by board secretary Jane Farero. Motion by Jim Blalock to accept the minutes as presented. Seconded by Gloria Gubbels. Motion passed by voice vote.

No meeting was held in January due to the lack of a quorum.

FINANCIAL REPORTS

Treasurer Jim Blalock presented the monthly treasurer's report for December. Motion by Jane Farero to accept the report as presented. Seconded by Jane Hart. Motion passed by voice vote.

January's report was presented. Motion by Jane Hart to accept the report as presented. Seconded by Gloria Gubbels. Motion passed by voice vote.

CORRESPONDENCE

Correspondence from the City of Streator on the proposed TIF Districts was shared with the board. Dave Reed will contact city hall for more information on how this will impact the library.

LIBRARY DIRECTOR'S REPORT

All the public and staff computers are operational and have been updated to Windows 10.

The library has received the Annual Elevator Certification from the State Fire Marshall.

The employer contribution to IMRF has increased to 12.29% from 11.99%.

Director Maxwell has completed the application for the 2016 Library Certification. A library must be certified to apply for state grants.

The background check and drug screening for Madison Geske have been completed and placed in her file.

Director Maxwell will be looking into the possibility of posting the library's IP for wireless printing. She will be contacting RAILS and PrairieCat to determine if doing this would pose any type of security risk to the library. If the IP is posted, patrons would be able to print from their laptops and other wireless devices.

The project in the children's room to make it easier for staff and patrons to locate material in that area is nearly complete.

New non-fiction material will now be displayed in the Reading Room on the north wall shelves. This will allow patrons to view this material before it is merged with the present collection. After weeding, material from the reference area is being shifted to various places throughout the library. Oversized books are being moved to a new location, magazines have

been placed on lower shelves to make them more accessible, and seldom used materials have been move to basement storage. It is now possible to move the long computer tables back toward the windows, thereby improving some wiring issues.

Staff member Melissa Badger will be attending the LWT Staff Development Day Conference on March 11 in Malta, Illinois. The cost to the library will be \$25. Director Maxwell and Sarah Myers will be attending a C2E2 Conference at McCormack Place on March 18. There is no cost to the library for this conference.

Director Maxwell is looking into adding shelving in the YA area.

PRESIDENT'S REPORT

No report was presented.

COMMITTEE REPORTS

The Finance Committee will be meeting with Director Maxwell to work on an 8 month budget for May 1, 2016 to December31, 2016.

UNFINISHED BUSINESS

There was no unfinished business to discuss.

NEW BUSINESS

Motion by Jane Farero to keep non-resident fee at \$36 for a family card and \$12 for a student card. Seconded by Jim Blalock. Motion passed by voice vote.

Director Maxwell hopes to purchase two or three tablets for patron use only in the library. This service would be open only to library card holders. Funds for the tablets would come from a donation from Farm Ridge Township.

Director Maxwell has been told that it is very possible that health insurance costs will increase by 15% for next year.

The City of Streator will be changing the dates of their fiscal year on January 1, 2017. The new fiscal year will run from January 1 to December 31. The city will be presenting an eight months budget for the remainder of 2016. It was decided that it is best if the library follow the same plan. Our new library budget will run from May1, 2016 to December 31, 2016.

The Finance Committee will look into paying off one bond lender in 2016. Any action on the bond payment was tabled until the March meeting.

The Finance Committee has arranged for Tim Armstrong to make a short presentation about the Endres Endowment at the March meeting.

There being no other business, the meeting adjourned at 7:40 p.m.

Respectfully submitted,

Jane Wreith Farero
Board Secretary