

## STREATOR PUBLIC LIBRARY

### Board Minutes

June 21, 2016

Vice-president Dave Reed called the June meeting of the Streator Public Library Board of Trustees to order at 4:30 p.m.

Present were board members Jane Farero, Jane Hart, Spencer Lawrence, Theresa Lukach, Ellen Park, and Dave Reed and Library Director Cynthia Maxwell.

Board members Jim Blalock, Gloria Gubbels and Brian Kmetz were absent.

### GUESTS

Mayor Jimmie Lansford spoke to the board about a possible monetary gift to the library for the renovation of the second floor meeting room.

### SECRETARY'S REPORT

The minutes of the May board meeting were presented by Ellen Park. Motion by Jane Farero 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.

No outstanding bills were presented for payment.

### CORRESPONDENCE

There was no correspondence presented.

### LIBRARY DIRECTOR'S REPORT

The annual library report for 2015-2016 has been completed and submitted.

Registration for the summer reading program is up from 2015.

Six new chairs have been purchased for the computer table. Cost of the replacement was \$240.

An individual is interested in donating a museum quality statue to the library. The possible donor will be sending pictures of the statue to be given to Director Maxwell. The board reminded Director Maxwell that the library has a gift donation policy. A copy of this policy should be sent to the prospective donor. The policy clearly explains to prospective donors the terms under which the library can accept donation and that donated items will be used in the best interests of the library.

The library forum page has been posted on the library website and on Facebook.

The grandfather clock has been repaired. The library has not yet received a bill from “Father Time” for the repair.

The necessary monitor and computer have been purchased for the microfilm reader. The purchase price for the monitor was \$226.79. Cost of the computer was \$484.86. Staff training on the equipment occurred on June 3.

On June 6, the Summer Reading Program began. A variety of weekly programs are being offered for children and adults during the month.

Director Maxwell has purchased six android tablets at a cost of \$257 to be used in the Tablets 101 class. Funding for the tablets has been deducted from the \$1000 donation for technology.

The library website has been updated to include video content. A short promotional Ozobots video for the Juvenile and Young Adult Summer Reading Program was shown.

John Kettmen has contacted the library to see if they would like to purchase a print of the “Magical Majestic.” Cost of an 18 x 24 print is \$60. A 24 x 31 print costs \$110.

#### PRESIDENT’S REPORT

There was no president’s report presented.

#### COMMITTEE REPORTS

Theresa Lukach of the Building and Grounds Committee has a report on the landscaping plan submitted by Three Trees. Because of the lack of adequate time to make a proper presentation, a full report was not given.

Ellen Park of the Policy Committee gave each board member a copy of sick days and vacation benefits suggested by the Policy Committee.

#### UNFINISHED BUSINESS

Action on a part-time employee’s sick days and vacations benefits was tabled until the July board meeting.

Rick Zurlinden has repaired the north wall in the second floor room.

Motion by Spencer Lawrence to reopen talks with the Soderstrom Foundation on the renovation of the meeting room with Mayor Lansford acting as mediator. Seconded by Theresa Lukach. Motion passed by voice vote.

#### NEW BUSINESS

Each board member was given a copy of the minutes of the trustees’ workshop containing the goals for the next year. Motion by Ellen Park to accept the goals as presented. Seconded by Spencer Lawrence. Motion passed by voice vote.

Motion by Spencer Lawrence to elect the following officers: Brian Kmetz, president; Dave Reed, vice president; Jane Farero, secretary; and Jim Blalock, treasurer. Seconded by Jane Hart. Motion passed by voice vote.

Motion by Jane Farero to approve Director Maxwell as the library's FOIA officer.  
Seconded by Spencer Lawrence. Motion passed by voice vote.

It was decided to table any discussion on landscaping plans for the library due to the lack of time to adequately review the proposal.

The board is considering outsourcing custodial services for the library. Due to the lack of time for adequate discussion, this item was tabled until the July board meeting.

Being no other business, the board adjourned at 5:55 p.m.

Respectfully submitted,

Jane Wreith Farero  
Board Secretary