

## STREATOR PUBLIC LIBRARY

Board Minutes  
November 20, 2018

President Dave Reed called the November meeting of the Streator Public Library Board of Trustees to order at 6 p.m.

Present were board members Jane Farero, Gloria Gubbels, Spencer Lawrence, Theresa Lukach, Ellen Park, Dave Reed, Ellen Vogel, and Gary Wheeler, and Library Director Cynthia Maxwell. Board member Ed Brozak was absent.

### SECRETARY'S REPORT

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

### FINANCIAL REPORTS

Treasurer Spencer Lawrence presented the monthly treasurer's report. Motion by Theresa Lukach to accept the report as presented. Seconded by Gloria Gubbels. Motion passed by voice vote.

No outstanding bills were presented for payment.

Theresa Lukach reported that the Endres Endowment is valued at \$95,195.46.

The Finance Committee recommended that the library CD coming due at SOCU be rolled over into an 18 months CD. Motion by Spencer Lawrence to accept the committee's recommendation. Seconded by Ellen Park. Motion passed by voice vote with one nay vote.

### CORRESPONDENCE

There was no new correspondence to report.

### LIBRARY DIRECTOR'S REPORT

The FOL Trick or Treat event at the library was attended by over 1100 children.

Director Maxwell attended four seminars at the Illinois Library Association Annual Conference on October 11.

The library will do a story time and craft at 3 p.m. on Saturday, November, 24<sup>th</sup>.

Kathleen Geiger will be doing a meet and greet at the library on December 1 at 3 p.m.

Bodas Electric has repaired the lights over the north basement entrance and repaired the front and back entrance lights as well as rewiring the front interior lights.

Abigale Gutz will be hired this week. She will begin work the week of November 26 and will be working a maximum of 20 hours a week.

An In-Service Day is scheduled for December 15, 2018. The library will be closed the entire day.

### PRESIDENT'S REPORT

The president did not present a report.

## COMMITTEE REPORTS

Building and Grounds member Theresa Lukach reported that she had received a request from Streator Unlimited. After approximately two years of employment, they are asking the board to consider granting their clients a pay increase in the coming year.

## UNFINISHED BUSINESS

President Reed is hoping to meet with Dr. Soderstrum to discuss the Meeting Room renovation in January.

The Children's Room Renovation is almost complete. Work is being done on the wood tops for the shelf units.

Director Maxwell has not been able to get adequate information on the liability and property insurance for the library. The board reminded her this information is needed soon as our next premium payment on our current policy is due shortly.

Ellen Vogel has talked to an IT person. He suggest that we begin addressing our WiFi concerns by shutting off the library's WiFi at 9 p.m. and having it come on at 8 a.m. the following morning.

## NEW BUSINESS

The members of the library board have reviewed the necessary chapters of the Illinois Library Trustees Handbook to meet the requirements for the Per Capita Grant.

Streator Unlimited is requesting an hourly pay increase.

Director Maxwell requested vacation time from December 20, 2018 thru January 7, 2019. Motion by Spencer Lawrence to granted the requested vacation time. Seconded by Ellen Park. Motion passed by voice vote.

There being no other business, the meeting was adjourned at 7:05 p.m.

Respectfully submitted,

Jane Wreith Farero



