

STREATOR PUBLIC LIBRARY
Board Minutes
November 16, 2015

Vice 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 Gubbles, Jane Hart, Theresa Lukach, Ellen Park, and Dave Reed.

Board members Jim Blalock, Brian Kmetz, Spencer Lawrence and Library Director Cynthia Maxwell were absent.

SECRETARY'S REPORT

Board secretary Jane Farero presented the minutes from the October meeting. Motion by Jane Hart to accept the minutes as presented. Seconded by Gloria Gubbles. Motion passed by voice vote.

FINANCIAL REPORTS

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

No bills were presented for payment.

LIBRARY DIRECTOR'S REPORT

The library has received the Microsoft operating system updates for the computers.

Director Maxwell is waiting for some statistics from Prairie Cat to complete a survey necessary for the library's certification by the State of Illinois.

Julie has marked major utilities. Three Trees can now proceed with the final phase of this year's landscaping project.

The Per Capita Grant's required Edge initiative has been completed and submitted.

The library's tax exemption has been renewed and notification of the exemption is being sent to library vendors.

Public notice of the job opening at the library has been completed. There is now a downloadable application form on the library's website. The final day to turn in an application is November 21, 2015.

The State of Illinois Capital Projects Survey has been completed and submitted.

The tax levy letter has been submitted to the City of Streator.

PRESIDENT'S REPORT

There was no report from the president.

COMMITTEE REPORTS

Financial committee member Theresa Lukach reported that the Endres Endowment is now valued at \$92,346.91. Financial advisor Tim Armstrong would like to meet with the board in January or February to review the Endres Endowment.

The policy committee has reviewed the library's gift policy and the discipline policy found in the Personnel Code. Each board member has been given a copy of the suggested changes to the current policy.

UNFINISHED BUSINESS

It was decided to table any review or discussion on the possible Soderstrom gift until early 2016.

The policy committee will continue to work to create a Background Check and Drug Test Policy.

NEW BUSINESS

The library has received \$5,555.96 in interest this year from the Endres Endowment.

Motion by Ellen Park to approve the tax levy letter with the city manager's name corrected. Seconded by Theresa Lukach. Motion passed by voice vote.

Director Maxwell gave each board member a copy of Chapter 5 (Technology) in the monthly board packet. This information, from ILA's Service for the Public, needs to be read and discussed to meet the requirement for the Per Capita Grant.

Motion by Theresa Lukach to accept the revised Gifts to the Library Policy suggested by the Policy Committee. Seconded by Gloria Gubbles. Motion passed by voice vote.

There being no other business, the meeting was adjourned at 7:20 p.m.

Respectfully submitted,

Jane Wreith Farero
Board Secretary