

STREATOR PUBLIC LIBRARY
Board of Trustees Minutes
October 16, 2017

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

Present were board members Ed Brozak, Jane Farero, Spencer Lawrence, Theresa Lukach, and Dave Reed and Library Director Cynthia Maxwell.

Board members Gloria Gubbels, Brian Kmetz, Ellen Park and Gary Wheeler were absent.

SECRETARY'S REPORT

Board secretary Jane Farero presented the minutes of the September meeting. Motion by Ed Brozak 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 Jane Farero to accept the report as presented. Seconded by Theresa Lukach. Motion passed by voice vote.

No bills were presented for payment.

Finance Committee Chairman Theresa Lukach reported that the Endres Endowment Fund value is now \$97,733.18.

CORRESPONDENCE

There was no correspondence to present.

LIBRARY DIRECTOR'S REPORT

Contact has been made with Otis for our annual elevator inspection.

Director Maxwell is close to completing the budget for 2018. She will arrange a meeting with the finance committee to review the budget so it may be presented at the November meeting.

John Pomeranke has completed the case for the artifacts found in the basement. Cost for labor and material is \$490.

Director Maxwell attended the ILA Conference on October 10.

The annual insurance audit for the library's workman compensation policy has been done.

The library has experienced plumbing problems due to a blockage in the sewer pipes. Melvin Plumbing has discovered that some of the old pipes are beginning to corrode. Melvin is reviewing the issues and will provide an estimate on handling the problem.

On October 14, 2017, the library was closed for a Staff In-House Service Day. The staff received first aid and CPR training. All staff are now certified. The monthly staff meeting was held at that time.

Georgia Zito has been hired to fill the vacant staff position.

Friends of the Library are hoping to repair or replace two chairs on the second floor.

PRESIDENT'S REPORT

There was no president's report.

COMMITTEE REPORTS

Ed Brozak of the Building and Grounds Committee reported that All Type Fence should have the new railing around the basement entrance installed by next week.

Ed Brozak has spoken to Bill Sedlock about filling in the area where bricks were removed when the basement entrance was redone. Once fill has been added, grass will be planted.

UNFINISHED BUSINESS

There has been no word from the architect on the start of the meeting room renovations.

Motion by Spencer Lawrence to purchase Officers and Directors Insurance from Ramaza Insurance at a cost of \$1244. Seconded by Theresa Lukach. Motion passed by voice vote.

Ed Brozak has spoken to city engineer Jeremy Palm about the exit from the parking lot into the ally. Options to correct the issues with the exit were given. Motion by Theresa Lukach to accept option # 1 for the parking lot and the book drop issues. Seconded by Spencer Lawrence. Motion passed by voice vote.

NEW BUSINESS

Director Maxwell has emailed information needed to be reviewed by the board for the Per Capita Grant. This information will be discussed at the November board meeting.

The bike rack is in poor condition. Replacement will be discussed at the November meeting.

Motion by Spencer Lawrence to grant the library director three weeks paid vacation at the fifth year of employment. Seconded by Ed Brozak. Motion passed by voice vote.

There being no other business, the meeting was adjourned at 6:40 p.m.

Respectfully submitted,

Jane Wreith Farero
Board Secretary