

**Oglesby Public Library Board Meeting**  
**April 23, 2018**

President Rich Vollmer called the meeting of the Oglesby Public Library District Board of Trustees to order at 6:30pm in the Library.

**Present:** Rich Vollmer, Dorothy Debosik, Mary Hansen, Sam Tillmann, Wanda Lent, Rick Rigazio, Barbara Ficek, Director Rebekah Clark

**Absent:** - None

**Guests:** Jill Shevokas, Sandra Woest, Matt Deegan, Dave Torres

**Public Comment to Agenda-** None

**Secretary's Minutes**

A motion was made by Lent to accept and place on file the Regular Meeting Minutes of March 28, 2018.

**Monthly Bills**

General Expenses-	\$2,136.01
Payroll-	<u>6,609.81</u>
	\$8,745.82

A motion to approve the payment of the monthly bills was made by Hansen and seconded by Rigazio. AYES-All The motion carried.

**President's Report**

Vollmer reported that the request asking the City for funds from TIF for the accessible door must be done through an intergovernmental agreement because we are a taxing body.

More will be covered in Unfinished and New Business

Debosik made a motion to accept and place the President's Report on file.

**Treasurer's Report**

Heartland checking account as of March 31, 2018 - \$22,950.22

Grant Account at Eureka - \$17.08

Special Reserve Fund (includes interest) - \$2,400.21

Oglesby Public Library Historical Account - \$1,644.24

DeFillippi Fund (include int.) \$6,902.94

Tillmann presented a comprehensive report of money in TIF funds; adding a new TIF district; the effects on library funding; and concerns on the definition of the word "contiguous" in relationship to TIF boundaries.

A motion to approve and place *The Treasurer's Report* on file was made by Rigazio.

## **Librarian's Report**

### **Librarian's Comments:**

2018 Patron Library Card Purge: Patrons owing less than \$10 who haven't checked out any materials since 1/1/15, and whose cards have expired before 1/1/18: 164 patrons have been automatically deleted.

Patrons owing \$10 or more who haven't checked out materials since 1/1/15 and whose cards have expired before 1/1/18 are not automatically deleted. This is 137 patrons owing a total of \$3,871.77 (average of \$28.26 each); expiration dates from 2006.

### **Patron Comments:**

Patron suggested we hold large events at the Dickinson House. Also suggested we eliminate the children's section to hold events there; pay part of librarian's salary at the school (and for outside access doors for the summer). Patron comments are on file.

### **Grants and certification**

Received the 2017 Per Capita Grant in the amount of \$3,176.42 today. It was deposited. Notified we will receive a *Back to Books* grant for \$3,775 in May. All books have to be ordered by the end of September.

### **Vacation Report:**

Clark had a vacation day on May 11 and is taking her last personal ½ day on 5/10. She has one vacation day remaining.

### **Donations**

\$200 Len Kasperski-accessible door  
\$250 from Marie Ortiz for new DVDs and books by new authors  
\$20 *In Memory of Joann Daley* from Ken and Mary Hansen  
\$100 Richard F. Janko, accessible door  
\$25 Marge Cielaszyk, accessible door  
\$1,100 In Honor of Dolores Decaroli, accessible door, the R. Cowell family  
\$1,628 Friends of the Library (\$928 door, \$300 Summer Reading, \$400 Fall Programs)

### **Attending/Attended:**

Attended *Budget and Levy Secrets for Libraries* on 4/10- Clark already had most of this information.

Will attend *PrairieCat Delegates* meeting with Peru Library Director on 4/25.

On 5/17 will attend *Small Library Education Development Day (SLED)*

On May 5 some board members will attend *Keys to Running a More Successful Board Meeting* in Princeton from 9:30-12:30 with Nancy Sylvester

Considering joining ARSL (The Association for Rural and Small Libraries) and hope to attend fall conference in Springfield September 13-15, estimated total cost for registration, lodging, and travel is \$653.

A motion to accept and place the Librarian's Report on file was made by Lent.

## Committee Reports

Director Clark and Debosik worked on updating Policies concerning *Collection Development and Maintenance* and *Disposal of Surplus Property*.

## Correspondence

- LaSalle County Extension
- Attorney Phil Lenzini's emails concerning annexation and TIF districts

## Unfinished Business-

A quote was received from Global Fire Control on the Safety Alarm. After a discussion it was decided that we need the first four items on the quote which would amount to \$1,075. Before awarding the contract, Rigazio will explore other vendors for quotes in the next two weeks. A motion to have a Safety Alarm installed at a cost of no more than \$1075 was made by Lent and seconded by Tillmann.

ALL-AYES The motion carried.

Discussion on the land annexation of property to the Oglesby Public Library District. A motion was made by Lent and seconded by Tillmann to adopt *ORDINANCE 18-042.3*  
*Roll Call-ALL-AYES* The motion carried.

Discussion on the proposed No.VI TIF District. There is a meeting scheduled for Wednesday April 25 at 4:30pm at City Hall. Tillmann is the designated speaker for the library. It was suggested that Jill Guynn of the LaSalle County Extension be contacted for more information.

The Friends' *A-door-able Pet* Contest was a great success. A total of \$928 was collected. Many generous donors also donated money to the Accessible Door Fund enabling the library to proceed with this project.

Reviewed Quote #23296 from TEE JAY CENTRAL, INC. on the accessible door installation for \$3,906. This does not include the electrical work. A motion to accept the quote of TEE JAY CENTRAL, INC. for the door installation was made by Debosik and seconded by Hansen. ALL-AYES The motion carried.

## New Business

Discussion was held on the possibility of contacting the City of Oglesby to develop another Intergovernmental Agreement involving TIF parcels.

Reviewed, clarified and updated two library policies, *Collection Development and Maintenance and Disposal of Surplus Property*. In *Disposal of Surplus Property*, No.2 will read, "In case of individual surplus items having current value of more than **\$500 instead of \$100** but less \$1,000. This was in addition to those proposed changes presented.

### **New Business, Cont'd**

A motion was made by Hansen and seconded by Ficek that the two policies be amended as presented with the addition of No. 2 in Surplus Property. ALL-AYES The motion carried.

A discussion on upgrading the library technology was held. In attendance at the meeting was Matt Deegan of *Lion-Claw Electronics*. He would like to help develop technology upgrades for the library. Deegan will work with Clark.

The renewal of the Commercial Property insurance policy was received from Hartauer Insurance Agency. A motion was made by Lent and seconded by Tillmann to approve the quote. AYES-ALL The motion carried.

The Gambling and Alcohol discussion was tabled for a future meeting.

### **Public Comment**

None

The next regular meeting is May 21, 2018 at 6:30pm. Meeting adjourned at 8:55pm.

*Barbara Ficek*, Secretary