

**Oglesby Public Library Board Meeting
January 22, 2018**

Vice-President Rick Rigazio called the meeting of the Oglesby Public Library District Board of Trustees to order at 6:30pm in the Library.

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

Absent: - Rich Vollmer

Guests: - None

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 November 27, 2017. A motion was made by Lent and seconded by Tillmann to accept and place on file the Special Meeting Minutes of November 30, 2017. The motion carried. A motion was made by Hansen to accept and place on file the Special Meeting Minutes of January 10, 2018.

Monthly Bills

	<u>Nov.</u>	<u>Dec.</u>
General Expenses-	\$1,906.10	\$3,227.50
Payroll-	6,217.54	9,045.69
	<u>\$8,123.64</u>	<u>\$12,273.19</u>

A motion to approve the payment of the November bills was made by Ficek and seconded by Lent. AYES-All The motion carried. A motion to approve the payment of the December bills was made by Hansen and seconded by Debosik. AYES-All The motion carried.

President's Report

None at this time

Treasurer's Report

Heartland checking account as of November 30, 2017 - \$38,212.63

Grant Account at Eureka -	\$17.08
Special Reserve Fund (includes interest) -	\$2,400.21
Oglesby Public Library Historical Account -	\$1,869.24
DeFillippi Fund	\$6,881.16

Heartland checking account as of December 31, 2017 - \$37,515.50

The other four accounts remain the same as in November.

Tillmann reviewed line items on the Profit and Loss statement.

The final tax distribution of the 2016 in the amount of \$3,681.04 was received.

The first payment of the Replacement Tax in the amount of \$6,786.21 was received.

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

Librarian's Report

- Plans are being made to send all Staff members to the *Librarians Working Together (LWT)* annual staff development mini-conference on Friday March 9.
- Board meeting date is Monday October 23, not 22 (correct date sent to newspaper)
- Received a *Maker Kit* from the Illinois State Library:
We received the Make it @ Your Library Silhouette Cameo 2D design kit. “Maker Kits are made possible through a Knight Foundation Prototype Fund Grant. Librarians in the State of Illinois are able to borrow the kits from the Illinois State Library through Interlibrary Loan. The kits circulate for four weeks and are for in-library use only.” We plan to design shapes for a *Make a Valentine* program.
- Before purchasing new trash cans for the restrooms, we need to make sure that the new cans don't block the doors from opening all the way.
- A desktop stopped working, contacting Dave's PC.
- A leak was noticed in the shed roof.
- John's Service and Sales certified the new RPZ valve on 1/18/18

Grants and Certification:

Illinois Library Certification completed on 1/4/2018

Vacation Report:

Three days for bereavement

Two days, 1/2/18 and 1/3/18 for illness

The Director has three remaining vacation days and ½ personal day to be used before the end of the fiscal year, June 30, 2018.

Donations

In Memory of Evelyn Moyle:

Bill & Ella Weber-\$50; Barbara & Ken Ficek-\$25; Jane Yesinowski-\$100;
Claude & Linda McKibben-\$100; Kenneth & Mary Hansen-\$50;
Gary & Lana Peterlin-\$25; Jeffrey & Linda Mudge-\$25;
Brad & Nancy Reinhart-\$25; Rich & Mary Ann Vollmer Family-\$25;
Pam Dellvallee-\$20; Mary Beth Henneberry-\$20; Sam Tillmann-\$50;
Jon Mercer-\$25; Anonymous-\$20; Nancy Chadbourne Maze-\$100;
Elizabeth Hibben-\$50.

In Memory of Elizabeth (Betty) Reed -\$20

In Memory of James Venturelli- Rich & Mary Ann Vollmer & Family- \$20

In Memory of Emil Ulanowski -Brad & Nancy Reinhart-\$25;

Kenneth & Mary Hansen-\$25

\$250 from Marie Ortiz for new DVDs and books by new authors

(Librarian's Report, cont'd)

Attending/Attended:

Webinar on January 17: "*Bigger on the Inside: Programing for Small Spaces*". They always give me ideas to try.

On January 31, PrarieCat Delegates Meeting, carpooling with Charm.

Report On

Stuffed Animal Sleepover and donations: On Monday morning, there were over 30 bags of stuffed animals. On January 8 Lauren Kinzer called that the Starbucks regional managers were looking for a service project for Martin Luther King Jr. week. Lauren, Tracy and Erin helped sort, count, organize and transport the stuffed animals to various organizations. Peggy from Dollar General called and she had 24 teddy bears from a promotion that the vendor did not want returned. There was a total of 738 stuffed animals. The not so "gently used" were given to Goodwill. One hundred went the PBIS school, 55 to the LaSalle County Nursing Home, 60 to PADS, 70 for Operation Christmas Child (Christmas shoeboxes for children in need) and many were sent to a homeless shelter in Bloomington.

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

Committee Reports

Lent, Rigazio, and Ficek volunteered to be on the committee for the Open House events. More details are in Unfinished Business.

Correspondence

- Received various Christmas/holiday cards.
- A letter was received from Attorney Gary Peterlin informing the Board that there was a bequest from the Evelyn Moyle Estate. "Distribution will be made at the earliest opportunity".
- A second letter was received from Attorney Peterlin containing donations of \$415 received in memory of Evelyn Moyle. Donors are listed in the Librarian's Report.
- Received from the Illinois State Library: *Illinois Classic, A Bicentennial Reading List*.
- Received from the Illinois State Library: *2018 Guide to the Secretary of State Literacy Effort* booklet.
- Global Fire Control cell dialer sent a proposal: one time \$295 instead of phone line; \$20 per month cost (on AT&T cellular system, may not have a good signal here). [Comcast cost to add a line would cost \$39.95 a month.] This is something to revisit, perhaps next year.

Correspondence (cont.)

- LaSalle County Board of Review updates.
- Thank you from the Oglesby School Staff for the stuffed animals.
- Received a few Illinois Department of Revenue tax forms on January 22.

Unfinished Business-

The Board began making plans for the celebration of the 20th Anniversary of the Library at its present location. It was decided to have the celebration on March 13 since the library opened on March 13, 1998.

The Friends of the Library are sponsoring an “*A “Door”able Pet Contest*” to raise funds for an automatic door opener for the main entrance of the library.

The Open House will be from 1-4 pm with a program at 2 pm. Punch and cookies will be served.

We will begin gathering photos and newspaper articles for display boards.

Invitations will be sent to past directors, past board members, past staff and people who have been involved with the Library.

The Planning Committee will meet in February to work out the details.

New Business

The *Oglesby Public Library District By-Laws* were reviewed and discussed.

Article IV, Officers Elections was amended to read that “They (Officers) shall be elected to serve a term of one year.” The election shall be held at the April meeting.

A motion to update as discussed was made by Lent and seconded by Tillmann. Roll Call-AYES-All The motion carried.

Public Comment-

None

The next regular meeting is February 26, 2018 at 6:30pm.

Meeting adjourned at 7:45pm

Barbara Ficek, Secretary