

Oglesby Public Library Board Meeting

January 23, 2017

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, Sam Tillmann, Wanda Lent, Mary Hansen, Cindy Rolando, Barbara Ficek, Director Rebekah Clark

Absent- Rich Vollmer

Guests- None

Public Comment to Agenda- None

Secretary's Minutes

Lent made the motion to accept and put on file the Regular Meeting Minutes of November 28, 2016.

Monthly Bills

	November	December
General Expenses-	\$1,625.97	\$2,174.67
Payroll-	<u>6,139.81</u>	<u>8,886.05</u>
	\$7,765.78	\$11,060.72

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

President's Report

The mail is now being delivered to our onsite mailbox. There will be an \$8.00 refund for the return of the keys for the Post Office box.

Treasurer's Report

Heartland checking account as of November 30, 2016 - \$37,816.59

Grant Account at Eureka - \$1,335.13

Reserve Account Fund (includes interest) - \$6,894.18

Oglesby Public Library Historical Account - \$1,869.24

A motion to approve and place the November Treasurer's Report on file was made by Hansen.

Heartland checking account as of December 31, 2016- \$31,078.25

Grant Account at Eureka - \$1,051.54

Reserve Account Fund (includes interest) -\$6,894.35

Oglesby Public Library Historical Account- \$1,869.24

A motion to accept and place on the December Treasurer's Report on file was made by Rolando.

Tillmann reminded the Board that the budget is **very tight** for this fiscal year.

Final tax distribution of 2015 taxes including interest received in the amount of \$3,108.68.

Librarian's Report

The *Calendar of Events* for January and February was given to the Board.

Fourteen children brought animals to the Stuffed Animal sleepover. There were many delightful comments from the community who followed the fun evening via Facebook. Many other families brought in stuffed animals to be donated to PADS. Watch for the newsletter to see the photos.

A Joliet Junior College student intern, Elizabeth, will do eighty hours of service in our library on Thursdays and Friday between January 12 and April. She plans to attend a board meeting in February or March.

Three Trustee petitions for the Library Board Trustee Election in April were turned in. Rick Rigazio and Barbara Ficek filed for the two six year terms; Wanda Lent for one of the two year terms. There is one two year term with no candidate.

The Staff was delighted to be treated to the Christmas/Hanukkah Subway lunch on December 21.

The OmniArts grant report was completed and mailed on December 12. Baxter's office submitted the annual financial Comptroller's Report in December. The Per Capita grant was submitted on January 7 and resubmitted on January 13. The Annual Online Library System Certification was completed on January 23.

Clark scheduled two vacation days on March 16-17. Her second personal day was taken on November 25.

The following donations were received:

\$200 from Rick Rigazio in December toward the automatic doors.

Marie Ortiz is donating \$200 every month this year toward new release DVDs.

Four sets of shelving from OSHA in Arlington Heights and three new to us book carts from Eisenhower Public Library District in Harwood Heights were donated to our library. Vollmer and Clark picked them up on January 12.

Clark Attended/Attending:

-PrairieCat Delegates meeting on January 25 in Malta; traveled with Peru Library Director, Charm.

-*Taking Care of Us: Ergonomic Advice for Library Staff* webinar on January 6.

-Clark and Jill Shevokas went to Rockford to take the Barcode test.

-Plan to watch "*Post-Truth: Fake News and a New Era of Information Literacy*" webinar after February 22.

-Scheduled to attend the *2017 Area Training for Librarians & Staff (ATLAS)*, Directors Retreat on March 24-25

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

Committee Reports

To be discussed in New Business.

Correspondence

A marketing email was received concerning book bags to distribute to patrons with community advertising. Tillmann made a motion to table this request.

Linda Byrd sent a thank you note to the library for hosting the workshop on the Daughters of the American Revolution (DAR). Byrd is sending a subscription of the *American Spring* magazine to the library.

Information was received from the LaSalle County Board of Review concerning new legislation (as of January 1, 2017) on how they will handle tax complaints. Also included was a copy of their Board of Review Rules. It was suggested that all taxing bodies read Rule #13. Copy on file.

A letter was received from the Oglesby Chapter of the AARP with a donation of \$188.00 to be used towards the new handicapped automatic doors on Woodland Avenue. The Chapter has disbanded.

Unfinished Business

None to address at this meeting

New Business

Last year we inquired if the City of Oglesby could send our share of the Corporate Personal Property Tax throughout the year instead at the end of April. We were told that it would take a letter from the Board formally requesting a change in disbursement. The letter was reviewed and will be sent to the City.

A first draft of a letter to be sent to various businesses' seeking donations was reviewed. Clark and Rolando will work on this letter for the February meeting.

The Strategic Planning Committee presented the Strategic Plan for 2017-2022 to be reviewed for the February meeting.

Tax forms printing for patrons will remain at the current rate of \$.15 per page.

The 2017 schedule of closed dates was presented. After a discussion, a motion to accept the closing dates was made by Lent and seconded by Hansen. The motion carried.

Public Comment-

None

The next regular meeting is February 27, 2017 at 6:30PM.

The meeting was adjourned at 7:59PM.

Barbara Ficek, Secretary