

Oglesby Public Library Board Meeting
May 21, 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, Sam Tillmann, Wanda Lent, Rick Rigazio, Barbara Ficek, Director Rebekah Clark

Absent: - Mary Hansen

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 April 23, 2018.

Monthly Bills

General Expenses-	\$4,078.07
Payroll-	<u>6,234.51</u>
	\$10,312.58

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

President's Report

Before the automatic door can be installed we need to have the electrical drawings so we can send them to Ficek Electric to find out what needs to be done.

It is very apparent that our computers/technology needs to be update. Clark is working with a tech company to get prices.

More will be covered in Unfinished and New Business

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

Treasurer's Report

Heartland checking account as of April 30, 2018 -	\$16,468.88
Eureka -	\$ 3,193.50
Special Reserve Fund (includes interest) -	\$2,400.21
Oglesby Public Library Historical Account -	\$1,644.24
DeFillippi Fund (include int.)	\$6.903.53

The Special Reserve Fund will be transferred to Eureka in October.

The Replacement Tax has been received in the amount of \$5,346.09

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

Librarian's Report

Librarian's Comments:

PUG (PrarieCat Users Group) will meet on September 28 in Moline. Plans are to close the library that day so the entire Staff can attend. PrarieCat fees cover three staff members. There is a fee \$10 each fee for over three staff members.

In June we need to adopt the Prevailing Wage Ordinance. We can publish it on the library website with links to the current prevailing wage information.

Would like to add another part-time staff member to do opening tasks and also plan and run lapsit. Hours would be 9:45 to 12, Monday- Friday plus one Saturday a month. It will amount to 11.25 hours a week or 17.5 hours on a Saturday week. We will be able to fill this position in the upcoming 2018-2019 fiscal budget. This will increase the number of hours when there will be more than one staff member in the building. Staff will also have more time to complete other library tasks. We would have another substitute to help cover vacations and sick days. This will also allow the director to attend *West of 47* meetings even on the Wednesdays of our lapsits.

A patron asked if they could collect books or magazines for soldiers, probably for participating in the project for *Semi for Soldiers*. The library donated the withdrawn magazines usually sold at the Friends Book Sale.

After the April Board began working with Matt Deegan of *Lion-Claw Electronics* concerning our technology. Clark was asked to compile a wish list of what it would take to upgrade of technology this year.

Grants and certification

Received a *Back to Books Grant* for \$3,775 on May 18. Books are to be ordered by the end of September.

Awarded an *Omni Arts Grant* for \$300 for the *Oktoberfest Polka Variety Show* on October 6 at 2pm.

Donations

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

\$50 Dom Rivara (for the door)

\$500 Sandra Woest

\$16 Wanda Lent (trustee training)

\$500 Catherine Borovac in Memory of John Borovac

Attending/Attended:

Small Library Education Development Day (SLEDD), May 17 attended by Clark and Debosik (full day) and Lent (½ day).

On May 5 Debosik and Lent attended *Keys to Running a More Successful Board Meeting* in Princeton from 9:30-12:30 with Nancy Sylvester.

Considering joining the *Association for Rural and Small Libraries* (ARSL) early next year. The fall Conference this year is filled up.

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

Committee Reports

Lent and Debosik reported on the SLEDD meeting that they attended. A Strategic Plan and a Comprehensive Plan should be developed and reviewed on a regular basis. We already have a Strategic Plan.

Correspondence

- City of Oglesby sent an Annexation Agreement. In review, the parcel is already in the Library District.
- Brookfield Zoo Arachnid Exhibit passes will be distributed at Summer Reading.
- Library Appreciation Day will be held on July 27 at the White Sox Game.

Unfinished Business-

Discussed TIF Districts and how we can talk to City Officials on developing an Intergovernmental Agreement between the City and the Library. Local schools have agreements to receive 75% of taxed amount. Vollmer and Rigazio will attempt to meet with the Mayor.

The new TIF is *TIF No. 6*. *TIF No. 1* will be the last of the old TIFs to expire.

New Business

A discussion was held on whether to open audio and written closed session minutes to the public. A motion was made by Tillmann and seconded by Rigazio to erase the audio portion of the closed sessions from February 23, 2015 to July 25, 2016. AYES-ALL Tabled the written closed session minutes until June.

Election of Officers for the Library Board were held. A motion was made by Lent and seconded by Debosik nominating the present slate of officers to serve again.

A Roll Call vote for each office:

Rich Vollmer for President. Ayes-Lent, Debosik, Rigazio, Ficek, Tillmann.
Abstain-Vollmer.

Rick Rigazio for Vice-President. Ayes-Lent, Vollmer, Debosik, Ficek, Tillmann.
Abstain-Rigazio.

Barbara Ficek for Secretary. Ayes-Lent, Vollmer, Debosik, Rigazio, Tillmann.
Abstain-Ficek

Sam Tillmann for Treasurer. Ayes-Lent, Vollmer, Debosik, Rigazio Ficek,
Abstain-Tillmann.

Motion carried.

The Director's Evaluation Form was distributed to Trustees, to be completed and returned to President Vollmer by June 15.

The next regular meeting is June 25, 2018 at 6:30pm. Meeting adjourned at 8:30pm.

Barbara Ficek, Secretary