

Oglesby Public Library Board Meeting  
October 24, 2016

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, Rick Rigazio, Sam Tillmann, Wanda Lent, Mary Hansen, Barbara Ficek, Director Rebekah Clark

**Absent-** Cindy Rolando

**Guests-** Dorothy Debosik

**Public Comment to Agenda-** None

**Secretary's Minutes**

Lent made the motion to accept and put on file the Regular Meeting Minutes of September 26, 2016.

**Monthly Bills**

General Expenses-	\$2,232.20
Payroll-	<u>5,908.23</u>
	\$8,140.43

A motion to approve the payment of the bills was made by Rigazio. AYES-All

**President's Report**

Discussed the installation of a mailbox on the library property. It was decided that since we have extra bricks from the façade, we could install a mailbox in one of the columns at the street entrance. John Rothchild is donating his skills to do the necessary brick work. A black mailbox will be purchased for \$140.00.

A quote for \$4,156.00 was received for an automatic door opener for the two south front entry doors. Local state representatives will be contacted to see if there are any grants available. Rigazio and Hansen will head the committee to raise funds for this project.

A motion was made by Hansen to accept put on file the President's Report.

## **Treasurer's Report**

Heartland checking account as of September 30, 2016 - \$51,823.14

Grant Account at Eureka - \$1,965.57

Edward Jones - CD Investment account - \$6,854.94

Oglesby Public Library Historical Account - \$1,869.19

The third distribution of LaSalle County Property Taxes was received in the amount of \$28,170.24

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

## **Librarian's Report**

The Friends of the Library donated \$1,330.00 for programs and technology. Four hundred dollars will be used for spring programs. The remainder will be used to install Microsoft Office on all computers, purchase a laptop for programs, and set up another children's computer desktop.

The *Calendar of Events* for November was given to the Board.

Lent and Tillmann attended a Board trustee training session. Lent shared packets of information on *Resources for Public Library Trustees* that they received at the meeting.

Public Library Trustee resource information is available for online training through RAILS, our library system.

Clark attended an eRead Illinois administrative site training session via webinar on September 27 and learned more about how to find a specific report. She talked to the facilitator and will invite her for a training session at the library in the spring.

Clark will also attend:

*PrairieCat Delegate* meeting on October 26 in Malta

*YA Crossovers: Adult books for Teen Readers, Teen Books that Appeal to Adults* webinar on October 27 at 1:30-3:00PM

STEM-It's for all of us. Let's understand it and find our role on November 4 at the Princeton Library

FLSA: The Final Answer webinar on November 8 at 9:30-11:30AM

After attending the *PrairieCat Users Group Day*, Clark got a few ideas on adult programs. She also attended a session on *Social Media Strategies* for different age groups, founder an easier way of ordering bestsellers from Baker & Taylor and was reminded of Gail's Toolkit for library-based technology classes.

The number of junior high students involved in the *Reading Minutes Program* has dropped off. If no one comes next week on Popcorn Day, Clark will contact the teacher to see if the program should continue.

**(Librarian's Report continued)**

The program, *There Be Monsters* was very entertaining.

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

**Committee Reports**

The Strategic Planning Committee will begin to consolidate comments from the Board and Friends of the Library.

**Correspondence**

None

**Unfinished Business**

None

**New Business**

Reviewed and discussed the *Oglesby Public Library District Tax Levy Ordinance for the year beginning July 1, 2016 and ending June 30, 2017*. A motion was made by Ficek to accept and place on file the estimated Tax Levy. There will be a Tax Levy Hearing on November 28 at 6:15PM before the regular meeting. Notification of the Hearing will be published between November 14 and 21.

The Certificate of Deposit with Edward Jones is up for renewal. At this time interest rates are very low. Tillmann moved to not renew the CD and put the money in an interest bearing account at Heartland Bank. The motion was seconded. AYES-All

A contract from Jay Baxter, CPA for the financial services he provides for the library was received and reviewed. A motion to approve and accept the Baxter contract was made by Lent and seconded. AYES-All

The library now has a single serve coffee maker. Clark presented an option to offer a cup of coffee, tea, or hot chocolate for \$1 per cup to patrons. It was decided to try a three month trial Coffee Bar.

The Per Capita Chapters were reviewed and discussed.

**Public Comment-**

None

The Tax Levy Hearing will be held at 6:15PM on November 28, 2016.

The next regular meeting of the Oglesby Library Board will be at 6:30PM on November 28, 2016.

The meeting was adjourned at 8:01PM.

Barbara Ficek, Secretary