

Oglesby Public Library Board Meeting
April 22, 2019

President Rich Vollmer called the meeting of the Oglesby Public Library District Board of Trustees to order at 6:33pm in the Library.

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

Absent: - Wanda Lent

Guests: Greg Stein, Dan Gregorich

Public Comment to Agenda-

None

Secretary's Minutes

A motion was made by Debosik to accept and place on file the Minutes of the March 25, 2019 meeting.

Monthly Bills

General Expenses-	\$3,008.05
Payroll-	<u>6,479.59</u>
	\$9,487.64

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

President's Report

Vollmer presented the 2019 quotes for new computers for the library. A sample monitor and hard drive were demonstrated.

Vollmer reported that Trustee Lent is recovering from her recent surgery.

One of the columns on the north side of the incoming driveway will be removed. After the accident when the south side column was knocked down, it was decided to not replace it. To balance the look of the driveway, it was decided to remove the other column from the north side.

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

Treasurer's Report

Heartland checking account as of March 31, 2019 -\$51,884.50.

Tillmann reviewed the March Profit & Loss Statement. As of now and barring any unforeseen expenses, our financial picture for the remainder of the fiscal year is sound, A motion was made by Ficek to accept and place on file the Treasurer's report.

Librarian's Report

Charlene Mente was welcomed as our new part-time employee.

Children's book author Marion Dane Bauer, an Oglesby native, will present a program at the Oglesby Library on Tuesday May 14 at 6pm. Ms. Bauer was born in Oglesby and one of her books, *On My Honor*, was a 1987 ALA Newbery Honor Book. Her publisher will not allow her to bring books with her but she can sign books.

Clark had emailed BroDart of McNaughton publishing inquiring about their book lease program. The cost would be about \$4,000 a year. Clark will look for other options for expanding our Large Print collection.

Project Next Generation grant (via the State of Illinois, provided by IMLS) requested more information. As we would be using LSTA funds to purchase a computer, we would need filtering software on all the computers in the building. Filters would have to be active on all computers accessed by minors. See policy update.

2019 Patron Library Card Purge: Patrons owing less than \$10 who haven't checked out any materials since 1/1/16, and whose cards have expired before 1/1/19 will automatically be deleted. Total owed by those patrons was \$92.38. The library has the option not to purge records for those owing \$10 or more.

While reading through the City of Oglesby's website, a board member discovered that in the Oglesby Municipal Code is still listed an Ordinance "to manage, maintain, equip, and supervise the city library" (*Oglesby Municipal Code, Chapter 2.63-LIBRARY DIRECTORS of the Oglesby Public Library.*) The Oglesby Library has been a District Library since September 1988. A letter will be sent to the City asking for clarification and a rescinding of that Ordinance.

Deena Pavinato's presentation, Spring Treat Cup, has been re-scheduled for May 2 at 5:30pm.

A Swap Craft Supplies Day is scheduled for April 27.

Quote to service the lawn from TruGreen was \$280 per year. This is the same cost as the City bills for Lawncare chemicals

Prices range from \$140 (to show movies published by Fox and several smaller publishers) to \$425 (to show most major publishers except Fox) per year to obtain a movie license for the library.

Checked on the costs of Infrared Laser Tag sets. A set for 4 players for indoor or outdoor is \$59.99. We would need 3-4 sets. Will order when event is scheduled.

(Librarian's Report, cont)

Donations: deposited)

In Memory of Don Entwistle:

Richard and Jennifer Scheri-\$25.00; Mark and Karen Gretzinger-\$25.00;
Michael Entwistle Family-\$195; Cash-\$220; Mary Ellen Storkman-\$50;
Dan & Nancy Fitzgerald-\$25; Rob & Marsha Passini-\$20; Kimberly Koehler-\$25;
Janice Philips-\$25; Richard & Cheryl Duke-\$20; Robert and Lori Dresbach-\$25;
Cathy & Thomas Prey-\$25; Kathy & Mike Trump-\$75

Attended/Attending:

West of 47 -4/17/2019

PraireCat Delegates-4/24/2019

Someone from the Library Staff will attend a Staff Communication and Teamwork Training on May 3 from 2-4pm at the Princeton Library

Board Training:

A Space Planning Workshop is scheduled for May 15 at the Gail Borden Library in Elgin from 9:30am-4:00pm. It will deal with space planning techniques from retail stores that can be applied to libraries. The \$20 registration fee includes lunch. Trustees interested in attending should contact Clark by May 3.

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

Committee Reports

Debosik and Rigazio presented *The Restructure Library Space Report* compiled at the March 17 meeting. Report Attached. The Committee was asked to begin getting cost figures.

Tillmann reported that the Library has been granted a Tag Day on June 29 from 8-12 at the Four Corners (Columbia and Walnut Street intersections). Must be 18 years old to participate. Donations collected on that date will be used for programs at the Library. We will need gallon jugs, colored vests, signs, and publicity to make the community aware of what we plan to do with the donations.

Hy-Vee Tag Day on June 8.

Hope Week 2019 is June 9-15.

Correspondence

A letter was received from the LaSalle County Clerk with the results of the April 2, Library Election. Official Election Results were:

Mary Jane Hansen-967, Dorothy Debosik-850. Wanda Lent-710, Becky Clinard-429.

Unfinished Business

Dan Gregorich, Vice-President of the Oglesby Branch of Illini Bank, came to discuss what needs to be done to qualify for a Commercial Line of Credit. There would be up front costs of \$1800 to have the property appraised and a title search. Then we could qualify for 80 % of appraisal value for a five year line of credit at an interest rate of 5.75-5.95. Interest is paid on a monthly basis.

An unsecured commercial one year loan would have an interest rate of 9.0 %.

New Business

After discussion with Rich Vollmer, when the next light ballast in an overhead fixture failed, Rich Watts converted the fixture to use LED bulbs. The City found a source of LED light bulbs on sale at \$6 per bulb until the end of April. After that they would be about \$10 each. There are 96 overhead light fixtures, each needing 4 bulbs for a total of 384 bulbs. After a discussion, a motion was made by Debosik and seconded by Hansen to purchase the LED bulbs. Roll call-ALL AYES. The motion carried.

Computer Policy for Computer & Internet Use Policy

Schools and libraries subject to CIPA may not receive the discounts offered by the E-rate program unless they certify that they have an Internet safety policy that includes technology measures. The protection measures must block or filter computers that are accessed by minors to prevent pictures that are; (a) obscene; (b) child pornographic; or (c) harmful to minors. Before adopting this Internet Safety Policy, schools and libraries must provide reasonable notice and hold at least one public hearing to address the proposal. A motion was made by Hansen and seconded by Ficek to install filtering software on all the new library computers. The rest of the computer policy will be discussed at the next board meeting. ALL-AYES The motion carried.

The next regular meeting is May 20, 2019 at 6:30pm. Meeting adjourned at 9:25pm.

Barbara Ficek, Secretary