

Oglesby Public Library Board Meeting
Special Meeting
June 10, 2019

Vice-President Rick Rigazio called the meeting of the Oglesby Public Library District Board of Trustees to order at 6:33pm in the Library.

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

Absent: - Rich Vollmer

Guests: Jill Shevokas

Public Comment to Agenda-

None

Committee Reports

Tillmann passed out information on the Tag Day on June 29 from 8-12 at the Four Corners (Columbia and Walnut Street intersections). Must be 18 years old to participate. Volunteers are needed to collect. Trustees were asked to check with friends to see who could help that morning.

Tillmann presented numbers showing the effects of property evaluations, tax levies, tax rates and TIF effects.

Hope Week 2019 volunteers will be at the library on Tuesday, June 11.

Librarian's Report

New updated Library Board Contact List handed out.

Correspondence

A thank you letter is being drafted for the City of Oglesby and will be ready to sign at the next regular meeting.

Unfinished Business

A motion was made by Ficek and seconded by Hansen to have the Closed Session Minutes remain sealed. Roll Call: AYES-Ficek, Hansen, Rigazio, Tillmann and Lent. NAYES-Debosik

The task of developing guidelines for the Director and Staff needs some clarification. A draft of responsibilities of the Director and Staff was presented and discussed. At this time not all part-time staff have training in all work that is done in the library. Some jobs require specific training classes and subsequent testing to become certified to do that job. One area that needs to be developed is a staff member who can handle marketing of the library. Continue to update guidelines/job descriptions. There is agreement that it would be good to have two part-time staff on duty at the same time.

(Continued- Unfinished Business)

The annual *Director Evaluation* form was handed out. It is to be filled out and returned to President Rich Vollmer by June 19 so it can be complied by the next regular meeting.

We will look into creating a new Director's Evaluation Form for next year.

Public Comment

Jill Shevokas asked if the Marketing person would also be responsible for fund raising.

A motion to adjourn was made by Lent at 8:15pm.

The next regular meeting is June 24, 2019 at 6:30pm.

Barbara Ficek, Secretary