

STREATOR PUBLIC LIBRARY
Board Minutes
November 16, 2021

President David Reed called the November meeting of the Streator Public Library Board of Trustees to order at 4:30 p.m.

Present were board members Jane Farero, Gloria Gubbles, Spencer Lawrence, Ellen Park, Gail Russell, Ellen Vogel, and Gary Wheeler and Library Director Cynthia Maxwell.

Board member Ed Brozak was absent.

SECRETARY'S REPORT

Board secretary Jane Farero presented the minutes of the October meeting. A spelling error was corrected. Motion by Ellen Park to accept the minutes as corrected. Seconded by Gloria Gubbles. Motion passed by voice vote.

FINANCIAL REPORT

The monthly financial report prepared by Luterback & Amen was presented. Motion by Gary Wheeler to accept the report as presented. Seconded by Gloria Gubbles. Motion passed by voice vote.

The Endres Endowment is now valued at \$105,599.31.

No bills were presented for payment.

CORRESPONDENCE

There was no correspondence presented.

LIBRARY DIRECTOR'S REPORT

Director Maxwell attended the delegates meeting for Prairie Cat where approval was given to change the public facing software.

Melvin Plumbing came on October 25, 2021 and started the boiler.

The broken elevator button has been repaired.

The library's large print book order with Brodart has been increased, adding 4 addition titles to the monthly order.

The tax levis resolution has been submitted to the City of Streator.

Director Maxwell applied and received approval for a Dell Technology discount. The library will receive a 5% discount on purchases from Dell.

Computers were purchased. Funding for the purchases came from grant money and technology donations.

The monthly staff meeting was held on October 28, 2021.

PRESIDENT'S REPORT

President Reed appointed new committee assignments.

COMMITTEE REPORTS

Building and Grounds/ No report given.

Finance Committee/ The client survey form has been completed. Plans are being finalized on the distribution of the survey.

Fund Raising Committee/ No report given.

UNFINISHED BUSINESS

There still are some finishing items to be completed in the Soderstrom room.

Director Maxwell has not been able to find a contractor to repair the breakroom ceiling.

NEW BUSINESS

Director Maxwell is still working on the budget. She will have it completed to present to the board by the December board meeting.

Three past minutes of Executive Sessions were reviewed.

Motion by Ellen Vogel and seconded by Gloria Gubbles to approve the minutes of the December 18, 2019 Executive Session. Motion passed by voice vote.

Motion by Ellen Vogel and seconded by Gail Russell to approve the minutes of the December 15, 2020 Executive Session. Motion passed by voice vote.

Motion by Ellen Vogel and seconded by Ellen Park to approve the minutes of the February 18, 2021 Executive Session. Motion passed by voice vote.

Director Maxwell requested vacation time December 22 to January 5. Motion by Ellen Vogel to grant the request for vacation time December 22 to January 5. Seconded by Gloria Gubbles. Motion passed by voice vote.

There being no other business the meeting was adjourned at 5:40 p.m.

Respectfully submitted,

Jane Wreith Farero
Board Secretary