

## STREATOR PUBLIC LIBRARY

Board Minutes

July 16, 2019

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

Present were board members Ed Brozak, Jane Farero, Gloria Gubbels, Spencer Lawrence, Theresa Lukach, Ellen Park, Dave Reed, Ellen Vogel and Gary Wheeler and Library Director Cynthia Maxwell.

### GUESTS

Tim Armstrong reviewed the performance of the investments of the Endres Endowment.

### SECRETARY'S REPORT

Board secretary Jane Farero presented the minutes of the June meeting. Motion by Gary Wheeler to accept the minutes as presented. Seconded by Ed Brozak. Motion passed by voice vote.

The minutes were presented for the Strategic Planning Meeting on June 22, 2019. Motion by Spencer Lawrence to accept the minutes as presented. Seconded by Ellen Park. Motion passed by voice vote.

### FINANCIAL REPORTS

The monthly treasurer's report was presented. Motion by Gary Wheeler to accept the report as presented. Seconded by Ellen Vogel. Motion passed by voice vote.

Treasurer Spencer Lawrence reviewed the handout of the library's investments as well as the handout on the various designated fund accounts.

There were no outstanding bills presented for payment.

Theresa Lukach reported that the value of the Endres Endowment is \$100,432.

### CORRESPONDENCE

There was no correspondence reported.

### LIBRARY DIRECTOR'S REPORT

Director Maxwell and board treasurer Spencer Lawrence have met with the City on what is required for the auditing documentation. Recommendations suggested for this year's audit have been implemented.

Diversified Sheet Metal has installed the new air conditioners. They will be returning to finish the gas line connection.

A patron has been banned from the library due to disruptive and threatening behavior. Should he return to the library, staff is to notify the police department immediately.

Explore More Illinois is on the library's website and available for public use. The board feels that this needs to be well promoted to the general public.

Director Maxwell needs to have information ready for the board at the August meeting about who on staff is responsible for the duties of an Assistant Library Director.

## PRESIDENT'S REPORT

President Reed reviewed the proceeding of the Strategic Planning Meeting on June 22. It was decided that the library would propose a referendum tax increase, taking the base library rate from .0015 to .0023. The Library will keep the existing .002 building levy.

President Reed will appoint a committee to develop a plan to attract potential donors and a plan to explain the board's vision for the library's future.

## COMMITTEE REPORTS

Ellen Park of the Personnel Committee reported that the new director's evaluation worksheet is nearing completion.

Ed Brozak is getting estimates for the necessary stone work at the top of the library.

The stone book with the library's name is ready and will be placed at the front of the library in the near future.

The Fund Raising Committee is reviewing a number of possibilities for fund raisers.

## UNFINISHED BUSINESS

No work has been done on the meeting room renovation since the beginning of July.

## NEW BUSINESS

Motion by Spencer Lawrence to order chairs for the meeting room and the Plumb Room. Seconded by Theresa Lukach. Motion carried by voice vote.

Motion by Spencer Lawrence to grant Director Maxwell five days' vacation time in August. Seconded by Gary Wheeler. Motion passed by voice vote.

Director Maxwell will check with Janice Hart about a dedication of the children's room renovation on August 3 or August 10.

No election of officers was necessary. All officers were elected last year for two year terms.

There being no other business, the meeting was adjourned at 5:37 p.m.

Respectfully submitted,

Jane Wreith Farero  
Board Secretary