

Minutes of the Sherrard Public Library District Board of Trustees

September 18 ,2018

Call to Order 7:00 PM.

Board Members in Attendance: Allen Holdsworth, Barb Ruane, Cindy Sanders, Sheryl Steele, and Jim DeWitt

Board Members Absent: Molly Kindelsperger, Sarah Soliz

Staff: Jeanna Ryner

Motions:

1. Motion to approve the minutes of August 21, 2018 by Ruane, Second by Sanders.
2. Motion to approve the Treasurer's report by Ruane, Second by DeWitt.
3. Motion to adjourn at 8:14 by DeWitt, Second by Ruane.

Director's Report:

Jeanna reported that we are having issues with the handicap door opener and the company who installed it has come to look at it. It seems to malfunction when the sun heats up the entry way. Also, Laverdiere was called to address water leaking under the door in the program room and some leaks in the roof. There is concern that the cooling in the entry way is not working properly which could be contributing to the issues with the door sticking and the handicap door opener not working properly. Jeanna will keep abreast of these issues until they are resolved.

Jeanna informed us that our page, Paige, has requested an additional night off during the week. She would like to hire another page who can work those hours and, also, rotate Saturdays so that we can have 2 employees working on Saturdays.

Discussion:

Unfinished Business:

Old Building: We are still waiting for assistance from our lawyer for the wording on the sealed bid. Our lawyer did advise us that we should not ask for the seller to pay closing costs since it won't be that much and we're not sure what the amount would be until the bid is accepted. Jeanna will contact Bi-State Construction to negotiate with them to possibly accept half payment on the bill we have outstanding with them concerning the leaks in the old building that were not fixed to our satisfaction. We still have some interested buyers and hope to get the bid notices in the paper soon.

Storage Shed: Allen and Jim have been looking into the purchase of a shed. We discussed what size we would want and what the shed would be used for. Jeanna is going to check on zoning issues with the village and check into how much it would cost for us to have a security camera on the shed.

Little Free Libraries: Three more Little Free Libraries have been built and are ready to be painted and installed. Jeanna is hoping to find some stewards from the community to keep them stocked, possibly a Boy Scout or Girl Scout Troop. Each library will be registered to receive a charter number so that it can be put on the map for Little Free Libraries and be eligible for grants.

New Business:

Mercer County TIF Payments: We have already paid back half the amount we were overpaid. We had several options to repay the second half and decided to pay the remainder next year.

Mailbox: The staff would like to see a mailbox installed at the library so that we can have our mail delivered. It would need to be installed on 3rd St. if there is a place it can be installed that does not interfere with parking on that side of the building.

Non-Resident Card Fee Formula: Jeanna informed us that the Illinois State Library has a formula we need to use to calculate how much to charge non-residents for a library card. She will look into getting those figures so we can make the calculation. If we decide to offer non-resident cards action must be taken each year.

Professional Development: Paula and Teresa will be attending the PUG (Prairie Cat Users Group) Conference in the area. Jeanna will attend the ILA conference in Peoria, October 9-11. She has also completed FOIA and OMA training.

The next meeting is October 16, 2018.

Respectfully submitted,

Sheryl Steele