

West Sangamon Public Library District
Board of Trustees Meeting
September 5, 2017

MINUTES

June Atkinson – absent
Brian Bandy – absent
Robert Barth – present
Martha Darling – absent

Debbie Lakamp – present
Linda Orr – present
Allicent Smith – present
Jeanine Benanti - present

The September 5, 2017, meeting of the West Sangamon Public Library Board of Trustees was called to order at 7:06 p.m. by President Barth. Roll call was taken with four trustees in attendance, three trustees absent, and Library Director Benanti present.

Minutes of Previous Meeting:

The July 11, 2017, minutes were read and approved.

Treasurer's Report:

The treasurer's report was distributed and read. As of this date, there are \$2,436.21 in the checking account and \$88,654.57 in the savings/money market. Allicent Smith made a motion that the report be approved and Debbie Lakamp seconded. The report was approved by a roll call vote.

President's Report:

President Barth reported on the Public Meeting that was scheduled this evening to be held at 6:45 PM before the Board meeting. The purpose of the meeting was to review the annual budget – Ordinance Report 2018-01. There were no community members who attended. President Barth Called the Public Meeting to order at 7:05 pm. Five members of the Board were present, 3 absent, and 0 public visitors were present. A motion was made by Allicent Smith and seconded by Debbie Lakamp to adjourn the public meeting. The motion was approved by a roll call vote. President Barth adjourned the Public meeting at 7:06 pm.

Director's Report:

Director Benanti indicated that Martha Darling had made a request on behalf of the Friends of the Library to get a bid for the possible purchase of new carpeting for the Fiction/Nonfiction Room and the Meeting room. The bids were shared with the Board as an information item. The bids will be forwarded onto the Friends of the Library.

A new utility pole was erected in the alley behind the library by the dumpsters. There is no cost to the Library.

The Budget Ordinance for the Library for FY 2018 was posted in the New Berlin Bee and a public meeting was scheduled for 6:45 pm this evening. Director Benanti indicated that there have been no inquiries from the public about the budget. Please refer to the president's Report for a status update of this meeting.

Director Benanti indicated that the per Capita Grant report is due by 1/1/2018. As part of this report, Trustees were asked to review a video on Library Security at

<http://www.youtube.com/watch?v=ct6L3N6ezgw>. This will be a discussion point on the November Board meeting agenda.

The Director filed the IPLAR (Illinois Public Library Annual Report) prior to the September 1, 2017 due date. Kara Pecoraro has been hired as the new Circulation Assistant. Mrs. Pecoraro has served as a substitute in the New Berlin School District, has a master's degree in Public History from UIS, and served an internship at the Illinois Historic Preservation Agency as a part of her degree requirements. She has two children and her husband is a fire fighter. Director Benanti indicated how pleased she is to have Mrs. Pecoraro on staff.

The Sangamon Valley Doll Group has donated two American Girl dolls completed with clothes, accessories, and cases. They are currently on display in the Circulation Desk. They will be inventoried and made available for check out. She indicated that this is an excellent complement to the American Girl book collection.

The Friend of the Library will sponsor the annual Book & Bake Sale on Friday September 22 and 23 during library hours. Mrs. Benanti encouraged Board members to participate in the event.

Director Benanti had her work laptop stolen from her vehicle while parked in her drive. A police report and insurance report were both submitted. The device has been replaced and all passwords have been updated and all of the information on the laptop had been backup prior to the theft.

The Gerlach Estate Donation has been used for the Children's room carpet, painting, shelving, artwork, book movers (labor), and blinds. There is a remaining balance of \$5177.72 for future needs.

Committee Reports:

There were no committee reports.

Friends of the Library:

Friends' will have the Annual Book & Bake sale on September 22 and 23 during library hours. They will also host a Trivia Night on November 11, time to be determined. The next meeting will be on September 19 before the Book Club meeting and everyone is welcome to attend.

As of June 7, 2017, the Friends have a total of \$1,705.28 in the bank. Update not available.

Old Business:

There was no old business.

New Business:

There was no new business.

At 7:35 p.m. Debbie Lakamp motioned to adjourn and Allicent Smith seconded.

The next meeting will be on Tuesday, November 7, 2017.