**MINUTES OF THE SPARTA PUBLIC LIBRARY BOARD OF TRUSTEES**

Monday, June 10, 2013

The regularly scheduled meeting of the Sparta Public Library Board of Trustees was called to order by President Domenica McDonald on June 10, 2013, in the main study area at 7:00 p. m.

Members Present: Absent:

 Don Adams Domenica McDonald

 Anne Bourner Peggy Petkas

 Richard Cavalier Bob Taylor

 John Clendenin Fran Vallo

 Steven Gerlach

 Cristy Stupegia, Library Director

 Susan Colbert, Assistant Librarian

Chris Martin, Frontier Representative

Chris Martin, a representative from Frontier Communications gave a presentation for upgrading the Library’s internet services. He had a 30-minute presentation with question and answer time. He said that Frontier does not use fiber optics. He said there would be no costs for up grading and no contract for a specified time period. We would have a faster download time. The cost for 20/3 Gbytes would be $189.97 per month or the cost for 40 Gbytes would be $219.97 per month. He thinks we would be well served by the 20/3 plan but could easily upgrade if we deemed it necessary. It would only take 3-5 days to set it up.

After Chris left, the Board discussed the pros and cons of Frontier’s offer as well as Clear Wave’s offer. We are of the belief that our regular phone service would be included costs. Fran Vallo moved and Peggy Petkas seconded that

Cristy be authorized to obtain a package with Frontier not to exceed $200.00 which would include at no additional cost the new router, the installation and no long term agreement if Illinois Century Network approves it. The motion was approved unanimously.

The minutes of the May 6, 2013 meeting were reviewed. It was moved by Richard Cavalier and seconded by John Clendenin to accept the minutes. Motion carried unanimously.

**Correspondence**

None

**Treasurer’s Report**—Anne Bourner

It was moved by Richard Cavalier and seconded by Fran Vallo to accept the five reports for May. The motion carried unanimously.

Richard Cavalier moved and Don Adams seconded to pay the bills presented and any other outstanding bills that need to be paid before the next meeting. The motion carried unanimously.

Since the Board will not meet until September 9, 2013 Richard Cavalier moved and Bob Taylor seconded to authorize the Treasurer to pay all normal monthly bills that may be presented to the Treasurer for the months of July and August 2013. The motion carried unanimously.

**Librarian’s Report**—Cristy Stupegia

1. The Library Board discussed participating in the Non-Resident Services Program as required by the State Library for 2013-2014. After discussion and calculating that the fee to be charged would be $63.00 for non-residents, Peggy Petkas moved and Richard Cavalier seconded that the Sparta Public Library participate in the program. The motion carried unanimously.
2. Cristy Stupegia presented a proposed calendar for regular Library Board meetings for the next fiscal year. Peggy Petkas moved and Bob Taylor seconded that the calendar be adopted . The motion carried unanimously.
3. Anne Bourner moved and John Clendenin moved that we go into closed session to discuss closed session minutes. The motion carried unanimously. The Board entered closed session at 8:00 p. m.
4. The Board came out of closed session at 8:07 p. m. John Clendenin moved and Richard Clendenin seconded that the minutes of closed sessions remain closed due to personnel and patron privacy rights. The motion carried unanimously.
5. The Board began a discussion of our SWOT analysis. SWOT is Strengths, Weaknesses, Opportunities and Threats assessment. While one of our strengths is the strong support of our Friends group, our over reliance is also a weakness. We have an opportunity with the Frontier offer to increase the speed and services offered to our patrons at a more economical cost. The Finance Committee will meet this fall to look at necessary budgetary cuts for next year’s budget. Committee members include Steven Gerlach, Don Adams, Richard Cavalier, John Clendenin and Domenica McDonald.

It was moved by Anne Bourner and seconded by Peggy Petkas to accept the Librarian’s Report. The motion carried unanimously.

**Old Business**

 John Clendenin has talked to Corey Rheinecker about the carpet issue and its replacement. John thinks that it is the city’s responsibility since the insurance is under the city’s jurisdiction. Corey will review the case.

**New Business**

1. The City Clerk, Brenda, says that the insurance premiums each month are the same. Differences occur when Cristy or Susan repay their non-deductible amounts.
2. A discussion of the landscaping plans and needs began. Further discussion will take place in the future.

 Richard Cavalier moved and Don Adams seconded that the meeting adjourn. The motion carried unanimously. The meeting adjourned at 9:20 p. m.

Respectfully submitted,

Steven Gerlach

Secretary of the Board