

MINUTES OF THE SPARTA LIBRARY BOARD OF TRUSTEES

Monday October 5, 2015

The October 5, 2015, meeting of the Sparta Public Library Board of Trustees was called to order by Vice President Richard Cavalier in the main study area at 7:00 p.m.

Members Present:

**Don Adams
Anne Bourner
Richard Cavalier
John Clendenin**

**Steven Gerlach
Peggy Petkas
Bob Taylor**

Members Absent:

**Domenica McDonald
Fran Vallo**

Others Present:

Susan Colbert, Library Director

Minutes—Steven Gerlach

The minutes of the September 14, 2015, meeting were amended to add the Board of Trustees gmail account—spartalibraryboardoftrustees@gmail.com. The motion was made by Anne Bourner and seconded by Peggy Petkas to so amend the minutes. The motion carried unanimously.

Correspondence

None

Treasurer's Report—Anne Bourner

The Treasurer's Report for each fund for the month of September 2015 was reviewed by the Board. A discussion followed as to which fund should be used to pay for the window blinds. It was decided that the payment could come from the Furnishings Account. With this decision determined, Steven Gerlach moved and Bob Taylor seconded that each fund balance be accepted. The motion carried unanimously.

The bills for October, 2015, were reviewed. Peggy Petkas moved and John Clendenin seconded that these bills and other regular monthly bills that come after the meeting date be paid. The motion carried unanimously.

Librarian's Report—Susan Colbert

The holiday closure dates as presented by Susan Colbert were accepted. It will be left to Susan Colbert's discretion to keep the Library open on Saturday, January 2, 2016. It was moved by Anne Bourner and seconded by John Clendenin. The motion carried unanimously.

Peggy Petkas moved and Anne Bourner seconded that the Board obtain a 16" x 20" plaque as required by the Illinois State Library Mini Grant Application for the improvements secured by the Grant. The plaque will be ordered from Borders North Marketing, LLC. The motion carried unanimously.

It was decided to discard the old window blinds.

A discussion took place about who to hire to shred old documents. Several services will be approached. No motion was made.

The Library received fifty more bound volumes of Sparta News Plaindealer issues that we did not have. Storage will be a problem. They are gifts from the Belleville News Democrat.

We are going to have to get an extended warranty on our wi-fi router,

Susan Colbert reported that this may be the last year the cash strapped Illinois State Library will be able to offer Per Capita Grant money.

Susan Colbert will be taking her vacation October 16-26, 2015.

Peggy Petkas moved and Steven Gerlach seconded that the Librarian's Report be accepted. The motion carried unanimously.

Old Business

The required State of Illinois Assessment was completed by the Board.

Steven Gerlach moved and Don Adams seconded that the Library workers each receive a 60-cent an hour raise in November 2015. It was determined that the monies are available in the budget. The motion carried unanimously.

New Business

The west wall in the driveway is starting to crumble. Also there is rusting metal in the women's bathroom that needs to be replaced. Richard Cavalier will talk to Corey since this is the City's responsibility.

Don Adams moved and Steven Gerlach seconded that the meeting adjourn. The motion carried unanimously. The meeting adjourned at 8:30 p.m.

**Respectfully submitted,
Steven Gerlach
Secretary of the Board**