

MINUTES OF THE SPARTA PUBLIC LIBRARY BOARD OF TRUSTEES

Monday March 2, 2020

The March 2, 2020 meeting of the Sparta Public Library Board of Trustees was called to order by President Richard Cavalier in the Genealogy room, at 6:00 p. m.

Members Present:	Absent:	John Clendenin
Don Adams	Amy Kloos	
Anne Bourner	Domenica McDonald	
Richard Cavalier	Peggy Petkas	
Steven Gerlach	Bob Taylor	
Others Present:	Susan Colbert, Library Director	
	Kyle Daniel, Assistant Director	

The minutes of the February 3, 2020 meeting were reviewed. Bob Taylor moved and Don Adams seconded that the minutes be approved as amended. Motion carried unanimously.

Treasurer's Report

The Treasurer's report for each fund for the month of February 2020 was reviewed by the Board. It was moved by Peggy Petkas and seconded by Domenica McDonald to accept each of the reports. The motion carried unanimously.

The February 2020 bills were reviewed by the Board. It was moved by Peggy Petkas and seconded by Amy Kloos to pay the bills presented and other regular monthly bills that come after the meeting date. The motion carried unanimously.

Librarian's Report—Susan Colbert

1. It was reported that Rugbuster stripped and waxed the tile floors in the foyer, walkways, kitchen and staff restroom. Rugbuster also cleaned and applied Scotchguard to all the upholstered furniture except the folding chairs.
2. The defective outlet by the copier has been repaired and Hall Electric will install a new, dedicated outlet for the copier and run network cables from the workroom to the copier area.
3. Exterminator remedied the Mouse/mice problem.
4. Patron restrooms are to be painted once a paint color has been chosen.
5. Illinois State Library representative Rita Stephens will do a Project Next Generation site visit on March 21.
6. It was moved by Peggy Petkas and seconded by Amy Kloos to accept the Librarian's Report. Motion carried unanimously.

Old Business

There was no old business.

New Business

1. A patron had inquired if there was a veteran's discount. After discussion, Don Adams moved and Peggy Petkas seconded that veterans pay 20 cents for black and white and 30 cents for color copies. Motion carried unanimously.
2. One patron inquired about baby changing tables in the patron restrooms. It was reported that the changing stations were in and would be installed after the restrooms were painted.
3. A discussion was held concerning re-upholstering the furniture. Don Adams moved and Amy Kloos seconded a motion to proceed with the re-upholstering. Bob Taylor will consult with Rob Messinger from the Shop in Marissa.

The next meeting is April 6, 2020

It was moved by Don Adams and seconded by Anne Bourner to adjourn the meeting.
The motion carried unanimously.

Respectfully submitted,
Anne Bourner