

# MINUTES OF THE SPARTA PUBLIC LIBRARY BOARD OF TRUSTEES

Monday, June 5, 2023

The June 5, 2023 meeting of the Sparta Public Library Board of Trustees was called to order in the meeting room at 6:04 p.m. by Treasurer, Anne Bourner, in the absence of President Cavalier and Vice President Peg Petkas.

## Members Present:

Don Adams	Anne Bourner
Susan Polino	Kyle Daniels
Randy Bertetto	

## Absent:

Peggy Petkas	Richard Cavalier
Amy Kloos	Bob Taylor

Others Present: Susan Colbert, Library Director

## Minutes:

The minutes of the May 1, 2023 meeting were reviewed. Errors were noted. A motion was made by Randy and seconded to accept the corrected minutes. The motion carried unanimously.

**Correspondence:** A thank you note was read from Westminster Presbyterian Church for the memorial contribution made in memory of Steve Gerlach.

## Treasurer's Report - Anne Bourner

The treasurer's reports for the month of May 2023 were reviewed by the Board. A motion was made by Sue Polino and seconded to accept the treasurer's reports. A motion was made by Randy Bertetto and seconded to pay outstanding bills. Both motions passed unanimously.

## Librarian's Report - Susan Colbert

- A. The Live and Learn Construction grant was awarded and the library will be receiving a check for \$35,000 shortly.
- B. The Per Capita grant has been awarded in the amount of \$6,040.13
- C. The IPLAR has been submitted.
- D. Molly Mayer is happily welcomed as the new library staff member.
- E. Lazerware is changing vendors on its protection system for the library computers. This change will add a charge of \$154.50 per computer per year.
- F. On April 28, 2023, children were on the roof of the library. A security alarm sounded when one of the security cameras was damaged by one of the children. Police were called. The security camera recorded the incident including a photo of one child. The police took the picture to the school, where a 12 year old student was identified. Charges were pressed. A bill for \$587.50 to replace the camera was given to Police Chief Lukes.
- G. The staff and director have completed training for Sexual Harassment and Cybersecurity. The director has also completed training for FOIA and OMA.

H. Rob Keller of the Epilepsy Foundation of Southern Illinois will be at the library on June 20 with information for the public to sign up for Epilepsy Training. The staff will take this training on July 10.

I. The summer reading program begins next week and continues every Wednesday in June.

J. Board members Sue Polino, Anne Bournier and Randy Bertetto have offered to assist the Director in destroying a list of itemized records sent from the Local Records Commission for that purpose.

K. The Library Board meeting calendar was passed out with changes noted on dates.

- A motion was made by Randy Bertetto to change the following 2 meeting dates and holiday closing dates:

- The September meeting will be on Tuesday, September 5, 2023.
- The December meeting will be on the second Monday, December 11, 2023.
- The library will be closed on the Friday and Saturday following Thanksgiving.
- The library will be closed the Saturday before Christmas.
- The library will be closed on March 29, 2024, the Saturday after Good Friday.

A vote was taken and the motion passed unanimously.

L. A motion was made by Kyle Daniels to pay bills that come in during July and August. The motion was seconded. A vote was taken and the motion passed unanimously.

M. A motion was made by Randy Bertetto to keep the closed session closed. The motion was seconded and a vote was taken. The motion passed unanimously.

N. With only 5 board members present it was decided to put off the following agenda items:

- Introduction of new Board member, Kyle Daniels
- Election of Board officers
- Committee appointments

O. The director will check on the possibility of changing to different copiers from a company that has offered a better price.

P. The gentleman that presented the "Go Fly a Kite" program had a highly successful turnout as did recent cooking programs presented at the library. The director, staff and Board are very pleased with the high turnout of library programs over the past year or so.

A motion was made by Don Adams and seconded to accept the librarian's report. The motion was voted on and passed unanimously.

**Old Business:**

**New Business:**

A motion was made by Randy Bertetto to adjourn the meeting. A vote was taken and the motion passed unanimously.

Respectfully submitted,

Susan Polino

Sparta Library Board Secretary