

MINUTES OF THE SPARTA PUBLIC LIBRARY BOARD OF TRUSTEES

September 5, 2023

The meeting of the Sparta Public Library Board of Trustees was called to order September 5, 2023 at 6:07 p.m. by Vice-President Peggy Petkas in the meeting room.

Members Present:

Don Adams
Randy Bertetto
Anne Bournier
Peggy Petkas
Kyle Daniels

Absent:

Richard Cavalier
Amy Kloos
Excused:
Susan Polino
Bob Taylor

Others Present: Susan Colbert, Library Director

Minutes:

A motion was made by Anne to approve the Minutes of the June 5, 2023 meeting as presented. Motion carried.

Correspondence:

Cindy Dean sent a note concerning her resignation on September 29 due to moving out of the area.

Treasurer's Report:

Don made a motion to approve the treasurer's report as presented. Motion carried. A discussion was held concerning the liability rate. Susan will check with the city.

Kyle made a motion to pay the bills. Motion carried.

Librarian's Report:

Non-resident Fee: Anne made a motion to participate in the Non-Resident Fee Service Program at a fee of \$63 from July 1, 2023 –July 1, 2024. Motion carried

PNG Grant: The grant, "Equipped to Succeed: Learning Microsoft Programs through PNG," has been funded in the amount of \$6788.00.

Live & Learn Mini-Construction Grant: Susan reported it has been difficult to find contractors. Liberty Glass is awaiting push plates and Ralph Schulein does not have time for the window in the children's area and has suggested Oscar Caraway from Chester.

Per Capita Grant: The grant for \$6040.13 was received in July.

Staff issues: Cindy Dean and Molly Mayer have resigned. Beryl Ethington has been hired.

Local Record Disposal: Old records have been removed following state guidelines.

Old Newspapers: The bound newspaper records are on microfilm except for one issue. Susan has contacted the Marissa Historical Society to see if they are interested in the bound copies. She has not heard back. It was suggested she contact the Randolph county Historical Society, SIU-C and or put it on the list serve for the library.

Photocopier: Susan has received information from Coast to Coast which is the company the City uses. Board agreed to have Susan get a more detailed bid from Coast to Coast and also check with Da-Com to see if they could meet that bid.

Library update: The retaining wall has been repaired and repainted. It looks much better. The library is on the list for the installation of the new indoor lighting, roof and solar panels.

Summer Reading: Over 100 children attended the 4 week event.

Don made a motion to approve the librarian's report. Motion carried.

Old Business: None

New Business:

Election of Officers: Anne made a motion that officers remain in their present positions. Motion carried.

President: Richard Cavalier

Vice-President-Peggy Petkas

Secretary-Susan Polino

Treasurer-Anne Bournier

Committee Assignments: Randy made a motion that committee assignments remain the same with Kyle replacing Steven Gerlach's assignments.

Building & Grounds-Richard, Peggy, Bob

Children: Anne, Peggy, Amy

Community Relations: Richard, Randy

Finance: Kyle, Anne, Randy

Library Policies: Don, Kyle, Amy, Sue

Memorials: Peggy, Richard, Anne

Personnel: Bob, Amy, Don

Friends Book Sale: Peggy reported that the sale was a big success with the VIP passes totaling over \$200. Terry Waldron sold \$151 out at the ATA and the library took in \$909. The total was \$1764 which was a record amount.

Glitter date for 2024 is March 23.

Kyle made a motion to adjourn. Motion carried.

Respectfully submitted,

Anne Bourner