

MINUTES OF THE SPARTA PUBLIC LIBRARY BOARD OF TRUSTEES

Monday, December 11, 2023

The December 11, 2023 meeting of the Sparta Public Library Board of Trustees was called to order in the meeting room at 6:04 p.m. by Vice-President, Peggy Petkas.

Members Present:

| | | |
|--------------|--------------|----------------|
| Don Adams | Anne Bourner | Randy Bertetto |
| Susan Polino | Kyle Daniels | Peggy Petkas |
| Amy Kloos | Bob Taylor | |

Absent:

Richard Cavalier

Others Present:

Susan Colbert, Library Director

Minutes:

The minutes of the November 6, 2023 meeting were reviewed. A motion was made by Randy Bertetto and was seconded to accept the corrected minutes. The motion carried unanimously.

Correspondence: None

Treasurer's Report -

The treasurer's reports for the month of November 2023 were reviewed by the Board. A motion was made by Don Adams and seconded to accept the treasurer's reports. A motion was made by Peggy Petkas and seconded to pay outstanding bills. Motions passed unanimously.

Librarian's Report - Susan Colbert

- A. The automatic door operators have been installed and are working well.
- B. A bid was received from Anchor Construction for cutting and installing the window in the children's area. Randy Bertetto made a motion to accept the bid after a date for completion is verified by the librarian .
- C. Most of the long lights have been replaced in the library. The light for the flag pole still needs to be installed.
- D. The library will be closed on December 22.
- E. A Mobile Memory Lab from IHLS was here on November 15. Six people participated. One of the LHLS staff present is a cataloger in the Edwardsville office. She is able to catalog our microfilm collection at no cost. Anne Bourner made a motion to send our microfilm collection to her to catalog. A unanimous vote ensued and the motion passed.
- F. Linda Wiley. our new staff member is quickly becoming a valuable member of the library staff.

G. A reminder of Susan's upcoming surgery on December 19. She is expected to be off for approximately four weeks.

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

Old Business:

a. A new roof is presently being installed on the library. Solar panels will be installed after roofing is complete.

b. The board completed reviewing the "Standards for Illinois Libraries."

New Business:

A motion was made by Amy Kloos to accept a written certification that the Sparta Library has adopted the "American Library Association's Library Bill of Rights." The motion was seconded. A vote was taken and the motion passed unanimously.

A motion was made by Amy Kloos to adjourn the meeting at 6:43. A vote was taken and the motion passed unanimously.

Respectfully submitted,

Susan Polino
Sparta Library Board Secretary