

BOARD MEETING

STEELEVILLE AREA PUBLIC LIBRARY DISTRICT

September 20, 2021

*Minutes*

**Roll call and Declaration of quorum:** Cheryn Sutton called the meeting to order at 7:09

**Present:** Mary Lynn Gerlach, Kim Knop, Dana Warren, Cheryn Sutton, and Michael Minton.

**Absent:** Neal Haertling and Kevin Knop

**Staff Present:** Rachel Rheinecker

**Visitors:** None

**Correspondence:**

Standing Committee Reports:

- a. **Finance:** Prevailing Wage and Budget Appropriation to be voted on next month.
- b. **Library Policy:**
- c. **Building and Grounds:**
- d. **Public Relations:**
- e. **Technology:**
- f. **Personnel:** Barb gave notice; she will be leaving at the end of the fiscal year.

**Financial Report:** Mary Lynn made the motion to pay bills. Dana seconded it. Motion carried.

**Library Director's Report:**

- A. **Staff and Staff Development:**
  - Taylor's goal for GED is Oct 20
  - Drake started internship Aug 31 with CTS
  - Reviewed applications, ready to interview

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- B. Collection Management:
  - Weeding YA, Juvenile, and Children's books for Oct book sale
- C. Organization of the Library
- D. Collaboration with Partners/Outreach
  - Wizardfest Sept 4 – 14 kids
  - Storywalk down for cleaning
  - GOAT storytime 9/17 – 8 kids
  - IHLS Library Crawl 9/27-10/17
  - Oktoberfest book sale October 8-9
  - Planning Elf on the Shelf storytime in November
  - Planning Polar Express event in December
  - September 14 – Literacy Promotion talk at Rotary meeting
- E. Administration
  - IL Humanities Grant – general operations \$5000
  - Scholarship to ILA's annual conference
  - Waiting to hear on 2 grants
  - Notary Public application sent in

#### **Old Business:**

1. Mary Lynn made the motion to accept the bid from A&I for \$601.49 for the outdoor lighting. Cheryn seconded it. Roll call vote was: Mary Lynn yes, Cheryn was yes, Kim yes, Michael yes, Dana yes. Motion carried.
2. Kim made motion to pay for security alarm for \$2900.00 Dana seconded it. Roll call vote was: Kim yes, Dana yes, Mary Lynn yes, Michael yes, Cheryn yes. Motion carried.
3. Dana made the motion to accept up to a \$5,000.00 bid for landscaping. Kim seconded it. Roll call vote was: Dana yes, Kim yes, Mary Lynn yes, Michael yes, Cheryn yes. Motion carried.

**New Business:** Neal will remove old landscaping pavers.

**Adjournment:** Mary Lynn made the motion to adjourn at 8:07. Kim seconded. Motion carried.

**Respectfully submitted,**

**Mary Lynn Gerlach, Secretary**