

Pontiac Public Library
Board of Trustees Meeting Minutes
January 11, 2016

The Pontiac Public Library Board of Trustees met on January 11, 2016. President Connie Snyder called the meeting to order at 5:36pm.

Roll call was answered by Curt Myers, Connie Snyder, Sherri Kalkwarf, Penny Dye and Kathy McLean. Eric Hoover and Bill Bertram entered shortly after roll call. Also present were Robert Roarty, Sue Strauch and Levada Lee.

Consent Agenda: Trustees reviewed the minutes and bills paid from December. Sherri Kalkwarf moved to accept the minutes and bills as presented. Penny Dye seconded. All in favor, motion passed.

Correspondence – none

Director's report (Sue Strauch, Levada Lee):

- Story times will begin the week of January 11th. Due to the success of the Mitten Tree, two boxes of mittens were delivered to Central school to be given to needy children.
- Gems cleaned program room floor, public bathrooms and staff bathroom floors.
- Dane worked on the printers. An old printer was found in the archive room and connected to the public internet. 15 hours of credit remain with Netsource.
- A commercial vacuum was purchased. Futures began cleaning services on December 21st.
- The library closed at 1:30pm on December 28 due to community wide power outage. Power was sporadic on December 29th but two staff members were able to continue working. Some of the emergency lights did not come on. Sue will ask the city to check the lights.
- Bruce purchased and installed a dehumidifier in the basement.
- City workers removed old equipment and items from the basement and installed shelving near program area. They will return to work on this project and begin painting as time allows.

(Robert Roarty)

- Reviewed non-resident fees – they will remain at \$75 per board member discussion. This information will be added to Rails report. Eric moved to keep the fee at \$75, Bill seconded the motion. All were in favor, motion passed.
- Two programs will be presented in January
- Duncan Donuts will be donating \$750 to the library at their grand opening on January 22. They would like staff and board members to attend from 7:30-10:30 and will offer patrons incentives for donating to library.
- The town of Flanagan is interested in contracting the services of our library. Robert will arrange a meeting with Flanagan board and Pontiac board members.
- Details of projects are needed to proceed with mini grant application. Carpeting, paint and furniture reupholstering were mentioned as possible projects that would apply for the grant.

Building & Grounds Committee: did not meet – Sue and Levada will order two cubbies from DEMCO using funds that were donated to the library during the 2015 open house. Sherri Kalkwarf and Penny Dye will get estimates for a glass case to hold items donated to library. Money to purchase the case was

donated to the library. A teacher/student craft desk for the program room will be ordered using memorial donation funds.

New Business: Mini-grant may apply to the following:

- Carpeting estimate \$40,136.50 from local business. Other estimates will be solicited and one may be used to apply for mini-grant from the State of Illinois.
- Rug protection mats estimate: \$2000 to purchase. Rental also available
- Computer chair reupholstering: \$150 per chair. City will be offering second estimate.

Old Business: none

Board did not move into executive session.

Respectfully submitted,

Kathy McLean, Vice President
Connie Snyder, President