

LASALLE PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING
WEDNESDAY, SEPTEMBER 27TH, 2023

Call to order, declaration of quorum, and announcement of visitors: Benassi

Public comment: None

Present: Benassi, Braboy, Christopherson, Jeppson, Klinefelter, Nieslawski, Zeglis

Absent: Parker, Wendt is attending an online class upstairs. She will come to the meeting during her break.

Approval of Agenda: A motion was made to approve the agenda as presented by Zeglis and seconded by Valle. Motion carried.

Approval of August 2023 Minutes: A motion to approve the minutes from the August 2023 meeting was made by Valle and seconded by Christopherson. Motion carried.

Treasurer's Report: The Finance Committee met before the meeting and reviewed the bills paid and to be paid, as well as the report, and recommended that both be approved by the board. A motion was made to approve the payment of bills and accept the Treasurer's report as presented was made by Valle and seconded by Nieslawski. Motion carried. The Treasurer's Report showed account balances of \$3,423,864.36, with operating funds available as of 09/14/2023 \$1,279,679.74. The bills, paid and to be paid, for August are \$41,700.89. The Finance Committee looked at our funds during their committee meeting and decided in the best interest in the library, to invest \$1,000,000.00 (quantity of five in the amount of \$200,000.00 each, for the period of one year) in Certificates of Deposit that are yielding 5% interest. Our CDRS account continues to be rolled over and continually earns interest.

Director's Report: In Wendt's absence, she provided a narrative of her report with some points highlighted. The new floor has been installed in both work areas, upstairs and downstairs. Klinefelter brought up several points which she was not happy about listed in the Director's Report, as well as the Programming Report and Youth Service Report. The Art Speaks program, which was pushed for by the children's librarian, and they discovered the librarian would not be able to attend, hence, no speaker, and became the responsibility of part-time staff and the director herself. The plan is to create a piece of abstract art with the participants. The Youth librarian has also decided that she did not want to do the Halloween and December book giveaways, Wendt insisted that this program will continue. We as a board agree that this program will continue. It is unacceptable that the youth librarian thinks that she can pull these programs from our agenda. The programming done by Bloomquist for January was not approved by the board. There will be a letter sent to Bloomquist that she will cease booking speaker programs from this date (September 27, 2023) forward. Any programs she has booked will need to be handed over to our new programming employee. Bloomquist will be required to attend all ongoing programs on the calendar from this day forward, as well. A survey will be going out in the city water bill, and also online for residents of LaSalle to respond to for thoughts on ways to approve our library to the needs/wants of our residents. The board suggested doing a straight line to make a check mark instead of two parentheses to make you check mark. There are ongoing problems with the computers and Connecting Point. We are still working on credited labor hours, but these will run out at some point. The

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Sam ID with the state is currently trying to get reinstated. The new mechanical room has been cleaned out. State Chemical will be installing the cleaning solution equipment at the end of the month. Klinefelter continues to communicate with Koolmaster to look at our outside sign with the hours listed. The Per Capita grant checklist has begun and continues to be worked on. Website continues to be worked on by Wendt and Valle. The Carus Trust continues to pay quarterly dividends to the library. The usage numbers are increasing. The Boundless app has taken over the Axis 360 app, and it is a lot better to navigate through than the Axis 360 app. A motion was made to accept the director's report as presented by Klinefelter and seconded by Braboy. Motion carried.

Wendt joined us during her break and mentioned we need a different date for the December meeting. The original meeting was scheduled for Wednesday, December 6, 2023, at 6:30 pm. It will now be on Thursday, December 7, 2023, at 6:30pm.

Programming Report and Youth Services Report: The report was reviewed, and the board is not pleased with the numbers of Story time attendance. Christopherson mentioned that the time for Story time is not convenient for preschoolers. A substantial portion of this report was discussed while we were reviewing the Director's report above. A motion was made to approve the Programming Report and the Youth Services Report was made by Zeglis and seconded by Nieslawski. Motion carried.

Officers" and Committee Reports:

a. Finance committee: The finance committee's activity was reviewed during the Treasurer's Report above.

Old Business:

a. Programming position update: Robert Malerk has been hired to fill the position in charge of Library Programming.

New Business: Jeppson mentioned that the little library close to the corner of 351 and Rte 6 has fallen down. However, Nieslawski thinks that that particular Little Library was privately owned. Jeppson says there is one located on Marquette Street, which is privately owned, and they designed it as a mini version of their home design. Nieslawski mentioned that she will be acquiring her own little library in her yard.

a. Director's Review (and revise): Time was taken and all of the trustees in attendance filled out Wendt's Review for her first year in service as the Director of the LaSalle Public Library. Putting our names on the reviews is optional.

b. Director's University FIOA/OMA Information and board training: We as a board are to make our own individual accounts.

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c. Custodian position: The job description for the Custodian position will include light maintenance as well as custodial duties with 19 hours per two-week pay period with hours to accommodate four days a week with a pay of \$20.00 an hour.

d. Per Capita Grant review: Wendt has a timeline written up as to checking off items required the per capita grant requirements.

e. New Law (2024) Paid Time Off for part-time Employees: The board determined we will pay out to the part-timers the minimum that the state requires.

f. Vote to move Wednesday, December 6th meeting to alternate date of Thursday, December 7: A motion to change the date of the December meeting from the 6th of December to the 7th of December. A motion was made to change the date of December's meeting by Klinefelter and seconded by Nieslawski. Motion carried.

Correspondence and Communications: None

Executive session: None

Other: A discussion was started as to the utilization of a teen/young adult group to be led by a teen that could be recommended by staff at the junior high. The purpose would be to get teens interested in picking up a book, regular, graphic, or comic. Jeppson mentioned the Comic bookstore and the options that he has at his business for special theme nights for the teen and young adult.

Adjournment: A motion to adjourn was made by Zeglis and seconded by Valle. Motion carried.

Secretary, Nancy Nieslawski