

# Franklin Grove Public Library

## Regular meeting of the Library Board of Trustees

### Tuesday, October 10, 2023 at 6:00 p.m.

**Call to order** at 6:00 p.m.

Attendance- Trustees: Patti Forrester, Ruth Newcomer, Susie Murphy, Marilyn Spangler, Barb Simpson, Leigh Delhotal. Julie Grendahl Director – Amy Runkle

Absent:

#### **Public comments –**

A. Approval of Minutes –Motion presented by Leigh Delhotal, 2<sup>nd</sup> by Julie Grendahl

B. Treasurer’s Report – File for audit. A Motion presented by Susie Murphy, Ruth Newcomer 2<sup>nd</sup>. Motion approved with a Roll Call vote Yes = 7, No=0

C. Ratify Bills and payments for September. A Motion presented by Leigh Delhotal, 2<sup>nd</sup> by Ruth Newcomer. Motion approved by a Roll Call vote Yes= 7 No=0

Directors Report: Programs for this month; Story time, Lunch and A Movie, Shakers & Bakers Cooking Club, Movie Night, YA Book Club, Take and Make craft, K9 Reading Buddies, Game Night, along with the Barbie party were all well attended this month. Staff attended the PUG day and had a great day of learning.

#### **Unfinished business**

A. Duct Work – to be discussed for future discussion in the next fiscal year.

B. Boundless is replacing Web 360. Boundless is part of Prairie Cat. Ebooks and Audio Books

#### **New Business**

A. Security camera inspection and maintenance to be discussed at the October meeting. Estimate by BC Tech, dated 10/4/23. Our current cameras are analog; new cameras are digital, updating server and can utilize current wiring. Director will contact BC Tech in regards to a service contract as well as contact other businesses that use them. The decision is with the board approval that the Director make final decision.

Accept estimate dated 10/4/23 Camera Security system by BC Tech with contacting Walnut library for reference. Julie Grendahl made motion, Marilyn 2<sup>nd</sup>. Roll Call Yes = 7 No = 0

B. 2024 Holiday schedule – Ruth made a motion to accept as presented 2<sup>nd</sup> by Leigh Delhotal. Motion approved.

C. Scanning of files to destroy – Past paperwork, invoices, and financial records, meeting minutes. Scanning to preserve old newspapers in History room as they are becoming fragile. Director will look into company and cost of this type of work.

D. History room – hazard protection. Marilyn provided director with estimate on window UV film

#### Miscellaneous items

A. Roof – Director will look into roof warranty. Susie will provide a name of company that does roof this type of building.

B. Trespassing complaint to be filed with local police officer, if not handled by local officer, Lee County police department is to be notified. A No Loitering sign to be displayed for future use to handle any homeless individuals sleeping on library property during closed hours.

C. The annual Christmas walk to be held December 8, 2023

A motion by Leigh Delhotal 2<sup>nd</sup> by Julie Grendahl to adjourn meeting.

**Meeting adjourned 6:59 pm**

**Next meeting: Tuesday, November 14, 2023 @ 6:00 P.M.**

Finance Committee – Ruth Newcomer, Julie Grendahl  
Personnel Committee – Barb Simpson, Leigh Delhotal (Staff Policy Manual)  
Policy Committee – Barb Simpson, Leigh Delhotal, Geri Twardowski  
Building & Maintenance – Marilyn Spangler, Susie Murphy, Ruth Newcomer  
Ad Hoc Committee- Susie Murphy, Marilyn Spangler (Long range library plan).