

# Franklin Grove Public Library

## Regular Meeting of the Library Board of Trustees

**Tuesday, May 9, 2023 at 6:00 p.m.**

**Call to order - 6:04 p.m.**

Attendance:

- Trustees: Marilyn Spangler, Ruth Newcomer, Barb Simpson, Leigh Delhotal, Patti Forrester
- Director: Amy Runkle

Absent: Susie Murphy (arrived at 6:32)

### **Public Comments:**

- A. Approval of minutes - Motion presented by Ruth Newcomer and seconded by Marilyn Spanger. Motion Approved.
- B. Treasurer's Report - File for audit. Motion presented by Leigh Delhotal and seconded by Marilyn Spangler. Motion approved with a roll call vote: "Yes" = 4; "No" = 0.
- C. Ratify bills and payments for April. Motion presented by Marilyn Spangler and seconded by Ruth Newcomer. Motion approved with a roll call vote: "Yes" = 4; "No" = 0.
- D. Directors Report:
  - a. Under Circulation Stats, the "value saved per item" should be approx. \$20, not \$14,528.41.
  - b. The trustees are excited about the email list!
  - c. Some trustees were having trouble finding previous meeting minutes on the website. Upon examination we found that the website shows up differently on mobile devices than on the computer, and the current minutes show up in the black bar on the bottom of the page.
  - d. There is a current bill in the Illinois legislature about book banning - public libraries would not be able to receive state funding if they ban books based on political or religious pressure. Amy is aware of it and staying informed.

### **Unfinished Business:**

- A. Generator - John Payton Hilliker will not service our generator because it is liquid cooled and he does not service that type of generator; we need someone certified in liquid cooled generators Our warranty is a limited warranty for two years for parts, labor, and limited travel (up to 100 miles per occurrence). Three year warranty covers parts, not labor. Five years for major parts components only. There is a service maintenance schedule in the manual, and it states that there is yearly service needed in order to keep the warranty valid. Marilyn suggests that since he sold it he should suggest a person to

service it. According to Amy, when she called Hilliker Electric, Mrs. Hilliker said there is no contract or maintenance plan or warranty on file. Every time Amy tries to call John Payton his wife answers the phone and she is also the one who calls Amy back. Amy has been unable to speak directly to John Payton. Amy has the estimate and the bill of sale. Looking back on the previous minutes, John Payton visited the board and gave a presentation about the generator in November of 2020. The minutes from Jan. of 2021 report on the presentation from November. Amy will contact Hilliker Electric - board members will find the original presentation from their files.

- B. Library of Things - There will be a special materials checkout option for “things” (Amy is working with PrairieCat) and our fine-free policy will be amended to provide for a fine if “things” are returned late - \$1 per day overdue with a cap of \$50. Waiver for library of things - Amy found an existing policy from another library, lawyer should review (Patti will contact our attorney). Items include outdoor toys, bean bag game, knitting kit, possibly a gaming device (e.g. Nintendo Switch), French press coffee maker, etc.

### **New Business**

- A. Art Show - Amy is contacting Mrs. Coffman to see if she would be a judge. Would the trustees consider adding a category for childrens’ art? 16 and up is our current age limit. Upon discussion we have decided to leave it the way it is. We also discussed the entry fees - Amy wondered if it would be easier to give the prizes as cash since the entry fees are paid in cash. We decided it’s better to have a paper trail and it can go into “programs” in the budget and come back out of “programs.”
- B. Non-Renewal of Franklin Grove Living and Rehabilitation (F.G.L.R.) annual contract for interim facility issues - Patti called the new administrator at the retirement home, Carolyn McBride. She was aware of the contract - the library director had signed something in June of 2019. She had Jeff Munson’s name as the contact and Patti gave her Amy’s contact info. In the contract it had said we were liable for residents’ equipment in the transport to and from the retirement home but the copy that Jeff signed didn’t say that. Library will provide ADA access, acceptance of residents with oxygen, accommodation for durable equipment, room for wheelchairs, room for cots, restrooms, kitchen, refrigeration, heating, cooling, etc. Provider will maintain liability insurance on the property and the requestor will hold harmless the provider for all care of residents. This is in effect until it is canceled in writing. Jan. of 2018 - Erica Sprenger from the Meadows came to talk to us about the interim facility issues (Susie has notes in the minutes about the contract). Upon discussion we are choosing not to renew this contract and will provide written notice to the FGLR. Patti will contact Dana and have her write the notice. Motion was made by Leigh Delhotal to provide the FGLR written notice of our non-renewal of the interim facility contract (titled Memorandum of Understanding for Temporary Shelter). Seconded by Marilyn Spangler. Unanimously passed.

### **Miscellaneous**

- A. Seating of board members: Marilyn Spangler and Ruth Newcomer - sworn in by Susie Murphy. Appointment of Barb Simpson to vacant seat - Patti Forrester appointed Barb Simpson and she was sworn in by Susie Murphy. So far no one has stepped up for the other vacancy.

- B. Seating of officers: Ruth Newcomer made a motion to maintain the current organizational chart of the library board of trustees. Leigh Delhotal seconded the motion. Unanimously passed.
- C. IMRF from Village Board - They will probably continue to research more because Shawn Thompson has been reappointed to his position on the board. Marilyn suggests it may be time to begin looking into becoming a library district.
- D. Water Treatment Plant - potential \$100k expense based on a malfunction at the plant.
- E. The check we wrote to the village that wasn't cashed in December disappeared; Amy contacted the bank, and Ruth was able to put the stop on the check.
- F. Our lease with the copier is up; Amy is going to find out about options to move forward. July board meeting - the rep will come talk to us. Susie asked Amy to research the options ahead of time so she can recommend her preference. There are options to fax and scan - possibly something like that will be a good move.

**Meeting adjourned 7:29 p.m.**

**Next meeting: Tuesday, June 13 at 6:00 p.m.**

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