

Mrs. Olia Mladenova
Mr. Paul J. Nelson
Mrs. Maxine Swanson

2. Treasurer's Report:

None

President's Report:

- Mrs. Swanson is amazed that the attendance in December for Youth programs was 730!
- She is very impressed by Kelly's award. Congratulations, Kelly!
- She is grateful that the pavers and concrete block have been repaired.
- She really liked the pages in the report with the book covers. It helped her to choose some books!
- She commented that it looks like daytime outside in our parking lot. The lights are such an improvement. It's great that there are no dark places in the lot anymore.
- She's happy to hear we're working on getting security cameras in the building.

Mrs. Laughlin shared that she went on a field trip with the middle school. One of the teachers at Peacock commented that she was very impressed with all of the programs that are offered at our library.

Library Director's Report:

- One of our HVAC units has a cracked heat exchanger and there are no replacement parts to be found. In the meantime, General Mechanical has provided us with some space heaters to use in the West Meeting Room. They expect to get replacement parts sometime mid-January.
- We are creating an updated Incident Report for staff to use. Frank wants to make sure there is a system in place so when there is an incident in the library, information is shared promptly with all staff.
- He is working with staff to research and ultimately purchase a 3D printer for our library. Mrs. Swanson is very excited about that!
- We are considering having laptops for patron use or check out.
- The Village received a complaint from a resident about the new parking lot lights. They were going to respond to the resident and notify us if there is still a problem. We can have the angle of the fixture adjusted, if need be.
- After some discussion about offering a non-resident card payment plan, Frank agreed to have something for the board to review next month.
- Patrons can currently renew materials twice before they have to return them. We are going to set up our profile at SWAN to have the renewal process automated, as a convenience to our patrons. The auto-renewal does not take place when there is a hold on the item. When that is the case, the item would have to be returned.
- Frank is working with staff to create a strategic plan.
- Mrs. Boehne found the article on Fine Forgiveness very interesting. Frank shared that we don't have any plans at the current time to go fine-free. We do have some special 'fine' events, like food for fines and school supplies for fines, that allow patrons to donate an item in lieu of paying fines. This doesn't apply to lost or damaged items.

OLD BUSINESS

- **A&A Paving:**
Mr. Nelson inquired about the status of the A&A Paving invoice. Frank shared that he spoke to Todd at A&A Paving. Todd did look at the two areas we expressed concern about, and he shared that there is a 1-year warranty on the work. They will reseal those areas, if necessary. They will also work on the bollards at that time. Frank is very confident that our concerns will be resolved.

- Per Capita Grant:
Mrs. Swanson and Mrs. Boehne have read through the Trustee materials. We have many of the safety measures they recommend in place, such as staff CPR / First Aid certification, annual fire drills, AED, etc. Staff are not currently trained to administer Narcan. Frank shared that the current year focus is on technology. He is working on a partnership with the schools. They would like to make some old computers available to seniors.

NEW BUSINESS

Mrs. Laughlin made and Mrs. Mladenova seconded a motion to approve the Library Audit pertaining to Fiscal Year 2019.

The motion carried on the following:

Voice Vote: Ayes: 6 Nays: 0 Motion Passed

Mrs. Boehne made and Mrs. Laughlin seconded a motion to approve the Library Closing dates for 2020.

The motion carried on the following:

Voice Vote: Ayes: 6 Nays: 0 Motion Passed

Mrs. Mladenova made and Mrs. Laughlin seconded a motion to approve the proposal to repair HVAC RTU#5 for \$4,574.00.

The motion carried on the following:

Voice vote: Ayes: 6 Nays: 0 Motion Passed

Mrs. Laughlin made and Mrs. Boehne seconded a motion to approve the Library Director evaluation timeline for January 2021.

The board agreed to provide feedback to the director mid-year.

The motion carried on the following:

Voice vote: Ayes: 6 Nays: 0 Motion Passed

EXECUTIVE SESSION

Mrs. Kauther made and Mrs. Laughlin seconded a motion to go into Executive Session.

The motion carried on the following:

Voice vote: Ayes: 6 Nays: 0 Motion Passed

ADJOURNMENT

With no further business before the Board, Mrs. Kauther made and Mrs. Boehne seconded a motion to adjourn.

The motion carried on the following:

Voice Vote:

Ayes: 6


Nays: 0

Motion passed

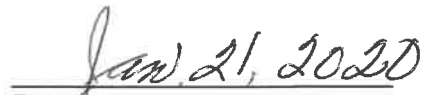
The meeting adjourned at 8:43 p.m.

Minutes were written by Gail Herff.

I hereby note these minutes are approved.



Sharon R. Laughlin, Secretary



Date