

Minutes of Walnut Public Library
January 19th, 2022

Call to Order:

A regular meeting of the Walnut Public Library was held at the library on January 19th, 2022. The meeting convened at 6:01 P.M. by Brenda Helms. Members in attendance were Jaimie Rosenthal, Anne Johnson, Brenda Helms, Janis McDonald, and Deb Spratt. Others in attendance were Jackie Trujillo. Members absent from the meeting was Terri Jamison & Heidi Franklin.

Secretary's Report:

November's minutes were reviewed. Deb made a motion to approve November's minutes, seconded by Anne. As no corrections were needed, November's minutes were approved as read.

Treasurer's Report:

November's bills were reviewed. Jaimie made a motion to approve the bills as paid, seconded by Anne.

The reports are still looking good for year to date. The building expense high for November, as each contractor received 50% of the bid for the basement project. The P & L was also reviewed and is looking good for year to date. At Christmas, the library received a \$500 donation from the Betty Bass estate. Dean Ganschow donated \$5000 towards the basement project, and many donations were received from Gwen Troxell's club. William Eckberg donated \$200. Jackie made sure thank you cards were sent to all the donors. Janis is going to see if Mrs. Schoff's Jr. High class would like to make some homemade thank you cards for us. The Windfarm also donated \$5000 to the library.

Janis made a motion to approve the Treasurer's report, seconded by Brenda.

Committee Reports:

Long Range Plan Committee: No Updates

Financial Committee: No updates

Personnel Committee: No Updates

Program Committee: No Updates

Building Committee: No Updates

Librarian's Report

November's Librarian's Report was reviewed.

The librarian's reports will now be done through Google Docs for easier access. Circulation seemed down for December, which is typical for this time of year.

The library is working on a Succession Plan, which is a requirement for the Per Capita Grant. An example from the Succession Plan – the board would need to appoint an acting library director if there was ever an unexpected absence. IPLAR report to be completed within 60 days after fiscal year, which is a State requirement. The Capital Asset Plan will continue to be a work in progress. All of these reports will be available in Google Docs & Google Sheets.

Jackie has been using the \$25,000 transformation grant to purchase new supplies/chairs/tables for the basement area.

Brenda made a motion for Jackie to move forward with the purchase of shelving for the Children's Library, seconded by Janis.

Jackie has a very nice Lego table she is looking to sell, and is willing to sell to the library for \$200, brand new would be around \$500.

Unfinished Business:

The Walnut History project will continue to be ongoing. Brent Jamison said if the documents can be typed, he can get them uploaded to our website.

New Business:

Jackie had some T-shirts made for the staff, and they have received a lot of positive feedback from Patrons. Jackie is going to start a fundraiser for patrons to also purchase through the Embroidery Shop.

Brenda made a motion to accept, approve & pay the bid from CEC of the Sauk Valley in Rockfalls to install 2 GFCI outlets for sump pumps in the amount of \$1970.00.

Jaimie – Y, Anne – Y, Brenda – Y, Janis – Y, Deb – Y; all in favor, motion approved.

Jackie would like to have a membership to The Association for Small and Rural Libraries (ARSL) for 1 year. This membership includes discounted conference fees and is in conjunction to ILA. This institution would apply more to our small library.

Sherri Henneberry is moving her office to Kewanee, and the library may need to find someone else to prepare the year end reports.

The library will be partnering with the Sauk Valley Community College impact program, which will launch this summer. This applies to incoming freshman, and they have to commit to 25 service hours per year and must apply for a grant. IF all of this is completed by the time they graduate, they would receive free tuition and books at SVCC. The library would be a volunteer site for the students to do their service hours.

Brenda made a motion to go into closed session at 7:21pm.

Regular Open Session resumed at 7:40pm.

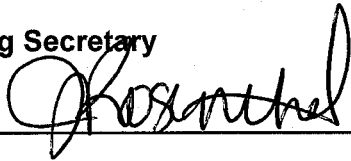
Items for Next Month's Agenda

The next meeting will be held on 11/17/2021 at 6pm.

Adjournment

Brenda made the motion to adjourn the meeting. The meeting adjourned at 7:48pm. The next meeting is on February 16th, 2022 at 6:00pm.

Acting Secretary



Date of Approval

