

Minutes of Walnut Public Library
October 20th, 20201

Call to Order:

A regular meeting of the Walnut Public Library was held at the library on October 20th, 2021. The meeting convened at 6:32 P.M. by Brenda Helms. Members in attendance were Jaimie Rosenthal, Anne Johnson, Brenda Helms, Terri Jamison, Deb Spratt, and Heidi Franklin. Others in attendance were Jackie Trujillo. Members absent from the meeting was Janis McDonald.

Secretary's Report:

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

Treasurer's Report:

September's bills were reviewed. The numbers are looking great, especially thanks to a \$5000 grant that was received and \$700 in donations. Jackie will review those numbers to ensure they were correct. The P&L has correct #'s to date. The remainder of the Property Tax income will be on next month's reports. Legal fees seem high for only being 2 months in to the fiscal year. Overall, the numbers look good. There are a lot of transfers on the account transactions because we had to set up multiple new savings accounts for the tax money, but they should line up with the transfers on the checking/savings statements. The new savings that were set up were for the Audit, Liability, & Social Security tax money that is received. Next year there will be an additional account for "building".

Anne made a motion to approve the bills as paid, 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

September's Librarian's Report was reviewed.

There were 9 new library cards issued in September.

The library has finally received the \$5000 grant from Illinois Humanities and the \$25,000 grant from Transforming Library Spaces that we had been waiting for. For the \$25,000 grant, the library received the max amount that was available. We have to spend the money first and will then be reimbursed on a monthly basis. A few things Jackie plans to use this grant money for is: wireless charging station, laminator, chairs for new tables, couple of lounge chairs, STEM worktables + seating, additional seating for the children's library, hydroponic grow system, and a portable dry erase partition.

Youth book club went great. Jackie is considering developing a youth advisory board.

Jackie received a \$5000 grant from Illinois Humanities. This grant cannot be used for construction projects.

There are many events happening at the library in the coming month: multiple book clubs, Walnut History, Murder Mystery.

Jackie mentioned the need for new office chairs and a new computer for her office.

Jackie stated there has been some negative feedback in regards to the out of district fees. The library will continue to monitor and revisit this next fiscal year. The board feels as long as the patron owns some sort of property/pays property taxes to the library, there is no need to charge out of district fees.

The reading garden is looking good.

The Murder Mystery dinner is coming up and the board divided duties to gather desserts and items for the gift baskets. So far, 58 tickets have been sold.

Unfinished Business:

There are many items in the basement that will need to be disposed of; there may be things we need to find a scrapper to haul away.

The board reviewed the different bids for the basement wall project. The cheapest was Husar Abatement, which includes a dumpster. Other bids were around \$13,000.

Brenda made a motion to select the Husar Abatement bid for \$8400, which includes abatement, demo (includes removing shelving & all asbestos) & dumpster. The motion was seconded by Heidi.

Brenda – Y, Deb – Y, Heidi – Y, Jaimie – Y, Anne – Y, Terri – Y

Brenda made a motion to hire Grasser's to come & move the 6 vents in the basements for \$1495. The motion was seconded by Jaimie.

Brenda – Y, Deb – Y, Heidi – Y, Jaimie – Y, Anne – Y, Terri – Y

Brenda made a motion to get a quote from Brothers Flooring to put down glued down vinyl plank flooring, and to approve a bid up to \$12,000. The motion was seconded by Deb.

Brenda – Y, Deb – Y, Heidi – Y, Jaimie – Y, Anne – Y, Terri – Y

Brenda made a motion to approve the MidAmerica Basement bid for \$28,502.90. The motion was seconded by Deb.

Brenda – Y, Deb – Y, Heidi – Y, Jaimie – Y, Anne – Y, Terri – Y

New Business:

Jackie let the board know that we need to modify the library policy for Children under the age of 18 to state "Children under the age of 18 will need a parent's signature".

Items for Next Month's Agenda

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

Adjournment

Jaimie made the motion to adjourn the meeting. The meeting adjourned at 7:39pm. The next meeting is on November 17th, 2021 at 6:00pm.

Acting Secretary

Jaimie Frankel

Date of Approval

11/17/21