

Rosemary Garfoot Public Library Board Meeting
Minutes
Tuesday, April 19, 2022

Present: Michael Pomykalski, Carolyn Abbott, Erica Wagoner, Jane Varda, Diane Kalscheur, Mary Mirkes
Also present: Pam Bosben

1. **Call to Order:** Diane Kalscheur chaired the meeting due to Jennifer FitzRandolph's absence. Meeting called to order at 5:16 p.m.
2. **Public Comment:** None
3. **Approval of Minutes from March 15, 2022 meeting (action item):**
Mirkes motioned to approve the March 15, 2022 minutes and Pomykalski seconded. Motion carried.
4. **Treasurer's Report:** The cash management account reported at \$47,685.99. The Public account reported at \$41,468.52. Revenues to the Village reported at \$84.45. Bosben noted that the Friends of the Library contributed their annual summer library program financial support.
5. **Approval of Bills (action item):** Kalscheur motioned to approve the bills and Pomykalski seconded. Motion carried.
6. **Reports:**
Director's Report:
 - Public Facilities installed the used shelving purchased from Belleville Public Library. Two canopies are needed. The company that creates the canopies will be out in a few weeks to measure. Canopies are only needed over two sections of shelving.
 - Library directors have had a conversation thread going about feminine hygiene product dispensers in public bathrooms. This is something that was not installed during building construction. A number of libraries use a product called Aunt Flow which provides safe, organic products. A dispenser and supplies have been ordered and public facilities will install when time permits.
 - I had a meeting with SCLS IT support specialist, Craig Ellefson, to discuss the parameters for a new outside wireless access point that will be installed later this year. The access point and most of the cabling will be paid for with ARPA grant funds.
 - Midwest Alarm conducted the annual smoke detector alarm system inspection. Everything looks good.
 - H.J. Pertzborn technician came to perform the required work pertinent to the state's new mandate to use a different antifreeze in fire sprinkler systems. They also changed out the water in the system as is required every 5-years. The anti-freeze mandated change was an unexpected and expensive operation.
 - There were electrical issues in the building resulting in no lights in the children's area. Westphal Electric sent out a technician who discovered one of the electrical relays was melting. He replaced the relay and everything seemed to work. The same outage happened the next day, so the technician returned. He checked the button switch which was not working correctly, and then spent a significant amount of time trying to reach an authority on programming the switch. This is another unexpected issue that will likely be quite expensive.

- SCLS building and design consultant, Deb Haeffner, came out to help assess furnishings that need re-upholstering. The booth in the teen area will need repairs as well due to issues with seat springs.
- Jessica Endsley has joined the library staff as a part-time circulation manager.

President's Report:

- a. None

Village Update:

- b. Pomykalski reported on new zoning districts for parks and land use, the planning stages of the new municipal building including the two site options, and input from the public on the project including some public desire to upgrade the pool rather than the municipal building.

7. Old Business:

Roof and Repairs Update:

- a. Interior restoration is almost completed. Awaiting carpet for the storytime room and some trim work needs replacement and painting.
- b. The village engineer and owner of the roofing company, did a walk-around pertinent to punch-list items. The list is lengthy and includes items from fascia flashing still needing to be installed to replacing shingles due to discoloration and "bubbling."

8. New Business:

Departing Trustees Recognition

Bosben recognized the many contributions and unyielding support from outgoing trustees, Carolyn Abbott and Diane Kalscheur. The remaining board members thanked them for their service and support. Also recognized was the support and representation from Michael Pomykalski who served as the village board representative.

9. SCLS/DCLS/Updates:

- c. The SCLS All Director's meeting was held in March. Preliminary potential 2023 budget impacts were addressed including possible increases in delivery services and ILS/technology fees. Also discussed was the new SCLS facility which went out to bid this week.

8. The next meeting is Tuesday, May 17, 2022 at 5:15pm.

9. **Adjournment:** Pomykalski moved and Varda seconded to adjourn meeting. Motion carried and meeting adjourned at 5:50 p.m.