

## Louis Latzer Memorial Public Library Board of Trustees

The meeting of the Louis Latzer Memorial Public Library Board of Trustees was called to order by Sharon Rinderer on Tuesday, February 16, 2021, at 5:00 p.m.

Roll Call showed the following members were present:

Nancy Genteman  
Marshall Rinderer  
Sharon Rinderer  
Bill Wagner  
Joshua Short  
William Piper  
Justin McLaughlin  
Joyce Zerban  
Louis Latzer  
Angela Kim; Library Director  
Absent member(s):

The minutes of January 19, 2021 were reviewed. Joyce Zerban moved and Marshall Rinderer seconded the motion to approve the minutes. All voted yes. Motion carried.

The balances were reviewed on the cash flow summary sheets for January. Joshua Short moved and Nancy Genteman seconded the motion to accept the Treasurer's report. All voted yes. Motion carried.

Bills for January were presented for payment. Joshua Short moved and Nancy Genteman seconded the motion to pay all bills presented for payment. All voted yes on roll call. Motion carried.

Director Angela Kim gave the Librarian's Report

- Painting: Painting is ongoing with our community service workers & myself.
- Sensory Garden: Donna Plocher is working with the Highland Garden Club to develop a sensory garden near the Children's Library. Angela will get prices for adding retaining walls to the hill.

Old Business:

- Live & Learn Construction Grant: The flooring product is being installed. Angela is hoping that it is completed within the next 2 weeks. Korte Co. assisted in moving the shelves loaded with books into place. Their placement has been tweaked to allow more space for the areas with tables. Angela is working on getting additional bids for the rear entrance and painting for the 1929 area of the Library.
- Covid-19: We are still at curbside service even though the state has eased up restrictions. We plan to open inside once the bulk of the project is completed, hopefully around March 15.

## New Business

- Budget 2021-2022 was approved. It is due to go to City Council in March.
- Wage increases of 4% for all staff were approved, due to begin May 1 when the budget year begins.
- Duct Cleaning: when the vents were opened for the flooring, there was a good ¼ inch of dust in them. Angela is getting bids for duct cleaning.
- Fireplaces: Angela is also getting bids to convert the 2 fireplaces into electric. The gas in the Children's library has been a problem for a while and it has become dangerous to light. The upstairs fireplace is still wood burning, and to convert it to gas would require putting a tank outside or running lines across the auditorium ceiling.
- Per Capita Grant: Angela emailed the required material that the board needs to review for the grant. She is requesting that the funds be used for additional shelving, furniture, and storage for Children's circulation.

## Other Business:

- Joshua Short mentioned that the Illinois State Library has requested that local libraries send in requests to have Librarians listed as 1B for the COVID-19 vaccination. He also informed the Board of an ILA meetup via zoom for Monday.

A motion to adjourn was made by Bill Wagner and Marshall Rinderer seconded the motion. All voted yes. Motion carried.

The next meeting will be held March 16, 2021, at 5:00 pm.

Respectfully Submitted,

Angela Kim, MLS  
Library Director