

**LOUIS LATZER MEMORIAL PUBLIC LIBRARY BOARD OF TRUSTEES MEETING
MINUTES
NOVEMBER 16, 2021**

The monthly meeting of the Louis Latzer Library Board was called to order by Sharon Rinderer on Tuesday, November 16, 2021.

Roll call showed the following members were present:

Nancy Genteman
Susan Martz
Marshall Rinderer
Sharon Rinderer
Joshua Short
Shaun Voegele
Bill Wagner
Joyce Zerban

Justin McLaughlin was absent.

Louis Latzer and William Piper Associate Members
Angela Kim, Director

OCTOBER MINUTES:

The minutes of October 19, 2021 were reviewed. Josh Short moved and Marshall Rinderer seconded to approve the minutes. All members voted yes. Motion carried.

TREASURER'S REPORT:

Josh Short presented the report for October. The month was good with more gains than losses. Nancy Genteman moved and Bill Wagner seconded to approve the report. All members voted yes. Motion carried.

OCTOBER BILLS:

Bills for October were presented for payment. Josh Short made a motion to approve and Joyce Zerban seconded to approve the payment. All members voted yes. Motion carried.

LIBRARIAN'S REPORT:

Donation: The library received a \$5,000.00 check from Harold Byers. It will be used to purchase books for children.

Treats on the Streets: Approximately 600 children visited the library during this event.

Women's Club Christmas Tour: The library will be the last stop on this year's tour. December 3 will be the preview event and December 4 will be the event. Josh Short will look into setting up a donation table in lieu of the Christmas Dinner.

Digitization Equipment: The library received all the equipment needed to digitize books, photos, documents, etc... Josh Rose from the Highland Historical Society along with SIUE are responsible for the grant money used to fund this donation. Students and interns will be coming to the library to work on various community projects. Back up options for the digitized data were discussed.

Highland Arts Council: The council toured the library and used the community room for a meeting.

Highland Optimist Club: The Optimists donated \$1,500.00 to be used for projects in the Children's Library.

Share Mobile Library App: This app is available to download and use for library members.

Button Maker: The library purchased a button maker for marketing, programs, and events.

Project: The library is still waiting for the railing to be finished.

Tort Life Safety Funds: Angela requested \$35,000.00 for the 2021-2022 budget year.
Director of Library 10% of salary: \$7,000.00
Custodian/Maintenance 35% of salary: \$5,000.00
Replacement of 40 plus year old ceiling tile and lighting in Children's Library:
\$23,000.00

BOOK COMMITTEE REPORT: A total of 14 books and two monetary donations were received.

OLD BUSINESS: Bill Wagner presented the Latzer Library Memorial Trust Annual Summary. Original Value 2003 - \$363,000.00
Market Value as of 11/12/2021 - \$455,285.00

NEW BUSINESS:

Angela presented Christmas Bonus amounts for employees. Josh Short made a motion to approve the amounts and Nancy Genteman seconded. All voted yes. The motion carried.

The library adopted a fine free policy on young adult and children's books. Bill Wagner made a motion to approve the policy and Marshall Rinderer seconded. All voted yes. The motion carried.

OTHER BUSINESS:

The Library's Tax Account at First Mid Bank in Highland, IL had five fraudulent checks written on it totaling \$15,033.57. Angela and Sharon filed a police report. The investigation is ongoing.

Members discussed where to move the Tax Account. Bill Wagner will evaluate local options.

Since the board does not meet in December, Bill Wagner made the motion to allow Sharon Rinderer to make the final decision regarding the Tax Account location. Joyce Zerban seconded the motion. All voted yes. The motion carried.

Nancy Genteman pointed out that a local patron came to her with concerns about private telephone carrier information she was asked to provide while applying for a library card. Members discussed what information the library needs to issue a library card and our current policy. Angela will look into the matter.

ADJOURNMENT: Bill Wagner made the motion to adjourn and Josh Short seconded. All voted yes. The motion carried.

THE NEXT SCHEDULED MEETING WILL BE JANUARY 20, 2022.