

BREESE PUBLIC LIBRARY  
Secretary's Report

Minutes of January 2, 1990.

The meeting was called to order by Paul Roseberry, President at 8:10 P.M.

Trustees present: Kay Chawgo, Jim Sprengel, Don Krebs, Dan Krechnyak, Mary Ann Shelton Paul Roseberry, Judi Piwaronas, and Bill Berndsen.

Trustees absent: Mary Niebruegge.

Also attending: Mark Niemeyer and Jan Thomas.

Mark Niemeyer was present at the request of the president and explained his November 6, 1989 letter on plans for an addition to the library. The board reviewed the plans and decided that further discussion with the city council was required. Overall the board felt the plans as outlined in the letter fairly well reflected our requirements for a library addition. Mark left after explaining the letter to the board. Copy of the letter from Niemeyer Design Inc. will be attached to the minutes.

The minutes of the last meeting were approved as read.

Treasurers' report was discussed. Concern was expressed about the bill for \$627.00 for insurance on library contents. Previously the city paid the insurance cost as we didn't budget for it and we were not funded for these type costs. Motion was made to pay the bills by Kay Chawgo seconded by Dan Krechnyak. Motion passed unanimously.

Concern was again expressed that services such as film usage could only be assigned to card holders of the Breese Library and not the schools themselves. Further discussion involved what's the objective of the Kaskaskia Library System, and the services provided to Breese Library. i.e. Book mobile discontinued years ago. Concern is that the system is more involved with consultants and that the budget is not used to any degree to aid the small libraries. K.L.S. representative used to attend our meetings, budget expenses of the system were identified so the libraries could see how the money was spent.

A copy of the proposed revised State Code on libraries was briefly discussed. No decision was made or required on this proposed revised state code.

The audit report of the Breese Library by Robert E. Marti CPA was provided by letter dated December 20, 1989 to the Board.

Librarian discussed correspondence from the system on proposed state tax cuts that may be enacted. No specific action taken.

Librarian reported that a patron lost a book belonging to another system. The library had to pay for a new book. Reimbursement was requested from the patron. The board requested the librarian to take follow-up action.

Kay Chawgo is sending a letter to the system requesting an explanation on the discontinuing of delivery of science materials from Educational Services to the Breese Library.

Librarian discussed the need for a new typewriter. Current one was purchased in July, 1980 for \$1,335.00. Librarian will shop for a new one and advise the board at the next meeting.

Motion to adjourn was made by Kay C. seconded by Don Krebs. Meeting adjourned at 9:48p

Next meeting February 6, 1990. 8:00 p.m.

Paul Roseberry President

Bill Berndsen Secretary



BREESE PUBLIC LIBRARY  
Secretary's Report

Minutes of February 6, 1990.

The meeting was called to order by Paul Roseberry president at 7:30 p.m.

Trustees present: Kay Chawgo, Jim Sprengel, Dan Krechnyak, Mary Ann Shelton, Mary Niebruegge, Paul Roseberry and Bill Berndsen.

Trustees absent: Judi Piwaronas and Don Krebs.

Also attending: Librarian, Jan Thomas.

The minutes of the last meeting were approved as read.

Librarian stated typewriter was repaired and currently a new one is not required. 3 typewriters were repaired at total cost of \$96.00.

Treasurers' report was discussed. A motion was made to pay the bills by Kay C., seconded by Mary Niebruegge. All trustees present voted yes.

Balance in Time Certificate is due 3-31-90. Librarian is to move to savings & or checking account, balance of \$13 697.01 plus interest on 3-31-90. When bill is received from Niemeyer Design for expansion plans for the Library (approximately \$4,000.00) the bill should be paid. All trustee members present voted yes.

At a 7:00 p.m. meeting with the City Council members the Library chairman, Kevin Timmerman stated the city plans to proceed with a request for a 60-40% government grant to expand the library on the west side. Dimensions, 22 ft. wide by 66 ft. long with a basement and handicap accessible. Niemeyer Designs will develop the plans and Gene Shurman will prepare the grant application. Scheduled submission date to the state is March 15, 1990. Environmental impact and soil test are required and will be included with the grant application package.

Dan K. made a motion to adjourn meeting, seconded by Mary N. meeting adjourned at 7:52 p.m.

Next meeting March 6, 1990, 8:00 p.m.

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Paul Roseberry, President

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Bill Berndsen, Secretary



BREESE PUBLIC LIBRARY  
Secretary's Report

Minutes of March 6, 1990.

Meeting was called to order by President Paul Roseberry at 8:05 p.m.

Trustees present were: Jim Sprengel, Don Krebs, Mary Niebruegge, Mary Ann Shelton, Bill Berndsen, Dan Krechnyak, Kaye Chawgo, Judy Piwaronas.

Trustees absent: none.

Also attending: Assistant Librarian Diane Holtgrave.

Bill Porter a guest also attended.

Soil test has been completed

Minutes of the last meeting were approved as read.

Treasurer's report was discussed:

Insurance - Blue Cross Blue Shield - Library cost per month is \$274.00. Diane reimburses the library for her family plan for \$200.56.

Magazine subscription with Ebsco total bill is for \$1,245.19. This represents 36 magazine subscriptions varying from two to three years. Magazine titles and subscription periods are included in the bill.

A motion was made to pay the bills by Kaye Chawgo, seconded by Don K. All trustees present voted yes.

Don Krebs in a discussion on the bills recommended we not pay bills before they are submitted. Discussion followed and board agreed. No bills are to be paid before board approval.

Librarian's report shows we have 25,677 books on hand as of 28 Feb 1990.

CETA program will begin shortly. Library is expecting a person from this program. We will try to support this program. It was decided by the board that the librarian has the right to turn down any summer youth worker that has been assigned to the library from this program.

The librarian Jan Thomas is on a weeks vacation.

Each trustee has been given a copy of the library expansion plans. The city is scheduled to submit plans for the state grant by March 15, 1990. Paul Roseberry will check and plan to represent the library on taking the plans to Springfield.

Commercial advertising information should not be displayed in the Library. Librarians are to watch and keep this type of information out of the Library.

Librarian is to check and see if we have earthquake insurance on the library.

Kaye Chawgo made a motion to adjourn meeting, seconded by Dan Krechnyak. Meeting was adjourn at 9:07 p.m.



BREESE PUBLIC LIBRARY  
Secretary's Report

Minutes of April 3, 1990.

The meeting was called to order by President Paul Roseberry at 8:11 p.m.

Trustees present: Kay Chawgo, Dan Krechnyak, Mary Niebruegge, Paul Roseberry, Mary Ann Shelton, and Jim Sprengel.

Trustees absent: Bill Berndsen and Don Krebs.

Also attending: Librarian Jan Thomas and Assistant Librarian Diane Holtgrave.

Minutes of the March meeting were approved as read. Paul reported that he did not go to Springfield on March 15 as planned. The grant application was incomplete. Mark Niemeyer and Jan worked to complete it so that it could be submitted on time. Paul reported that the plans had to be altered to reduce the amount needed for the addition. The basement meeting room has been eliminated. The revised plans will be submitted in Springfield on April 19.

A motion was made by Kay Chawgo and seconded by Mary Niebruegge to pay the bills. The motion was approved by a roll call vote.

The Librarian's report was reviewed. The need for a new set of encyclopedias was discussed. The most recent set is 1986 World Book. Jan will check to see what the System recommends.

Jan reported that she has requested a summer worker. She also reported that the library has both earthquake and flood insurance.

The Board discussed a request by Rosa Schuette to offer conversational Spanish to first through third graders for a cost of \$5.00 materials only. No one objected, however, Dan suggested that the Librarian check for liability. Jim suggested that Rosa check with Elementary District 12 about adding the class to summer school. Mary Ann also suggested adding it to Kaskaskia College KICK classes.

Jan asked about purchasing the video "Where there's a Will, there's an 'A'". Mary Ann stated that Central has the high school version. The System has the grade school version so there is no need to purchase either.

A request from the Illinois White House Conference Committee (lobbyists) for a \$100 donation was denied.

A motion was made by Dan and seconded by Mary Ann to raise Cel's pay to \$4.00 per hour. The motion was passed by a roll call vote.

A motion was made by Dan and seconded by Kay to adjourn. The meeting was adjourned at 8:59 p.m.

Paul Roseberry, President

Kay Chawgo, acting Secretary





BREESE PUBLIC LIBRARY  
Secretary's Report

Minutes of May 1, 1990.

The meeting was called to order by President Paul Roseberry at 8:08 p.m.

Trustees present: Mary Ann Shelton, Mary Niebruegge, Kay Chawgo, Paul Roseberry, and Bill Berndsen

Trustees absent: Dan Krechnyak, Don Krebs, Judi Piwaronas, and Jim Sprengel.

Also attending: Librarian Jan Thomas, Assistant Librarian Diane Holtgrave and resident Bill Porter.

Minutes of the April meeting were approved as read.

The State Subcommittee on Public Library funding recommended the Breese Library's Construction Grant for full funding. Action goes to the the full Library Advisory Committee for final approval on May 23-24th. Minor changes to the plans may be required.

A motion was made by Bill Berndsen and seconded by Kay Chawgo to pay the bills. The motion was approved on a roll call vote.

Librarians' report was reviewed. Total book useage showed a 7% increase from last month.

Paul R. appointed the following as nominating committee for election of officers. Mary Niebruegge, Kay Chawgo, and Jim Sprengel.

Board went into executive session to discuss salaries at 9:00 p.m. Reconvened at 9:48 p.m.

Decision was made to obtain additional information on library salaries & discuss at next months meeting.

A motion was made by Mary Niebruegge, seconded by Mary Ann Shelton to adjourn. Meeting was adjourned at 9:48 p.m.

Next meeting June 5, 1990, 8:00 p.m.

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Paul Roseberry, President

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Bill Berndsen, Secretary



BREESE PUBLIC LIBRARY  
Secretary's Report

Minutes of June 5, 1990.

The meeting was called to order by President Paul Roseberry at 8:03 p.m.

Trustees present: Jim Sprengel, Don Krebs, Paul Roseberry, Mary Ann Shelton, Kay Chawgo, Mary Niebruegge, Dan Krechnyak, and Bill Berndsen.

Trustees absent: Judi Piwaronas

Also attending: Librarian Jan Thomas, and Assistant Diane Holtgrave.

Minutes of the May meeting were approved as read.

A motion was made by Don Krebs, seconded by Kay Chawgo to pay the bills. The motion was approved on a roll call vote.

Decision is to be made by state committee on June 6, 1990 regarding our proposal to build a library addition.

Librarians report was reviewed. Total book count is 26,081.

Motion was made by Don K. seconded by Dan K. to buy a computer system subject to state grant approval. Motion was approved by all board members. Paul R. will work with librarian on the proposed purchase order.

All trustees are invited to dedication ceremonies for Illinois State Library Building, June 20, 1990 at 2:00 p.m. The new Illinois Library Laws have been received. Orientation for summer worker will be held at Central High School June 6, 1990. Worker will start at Library on June 11, 1990.

Discussed purchasing a new set of encyclopedias. Our latest edition is 1986 World Book, plus annual year books. Information on New Standard Encyclopedia was reviewed and a motion was made by Dan K., seconded by Kay C. to purchase the New Standard Encyclopedia at a cost of \$379.00 with a 30 day return option available. All board members approved the motion.

During the recent heavy rains leaks in the front of the library by both windows, and in the back hallway were noted. Jan tried to get in touch with the contractor by phone and left a message on the answering machine. No return call as of this date. Will try to reach by phone again and if no reply will send registered letter with request to fix within 10 days. Paul R. will prepare letter if necessary.

Nominating committee made a motion to re-elect the same officers from previous year. Approved by voice vote.

Motion was made to go into executive session at 8:58 p.m. by Kay C. seconded by Jim S. Approved by voice vote.

Board reconvened at 9:22 p.m.

Motion was made by Don K. seconded by Dan K. to raise the salaries 5% a year. Monthly salary for Librarian to be \$851.76, assistant Librarian to \$6.38 per hour and part time helper to \$4.73 per hour. Hours for librarian to remain the same as previously stated. Pay raise effective May 1, 1990. Motion was approved by all members present.

Motion was made by Kay C. seconded by all to adjourn at 9:28 p.m.



BREESE PUBLIC LIBRARY  
Secretary's Report

Minutes of June 18, 1990

The special meeting was called to order by President Paul Roseberry at 8:10 p.m.

Trustees present: Kay Chawgo, Dan Krechnyak, Mary Niebruegge, Mary Ann Shelton, Judi Piwaronas, and Paul Roseberry.

The board immediately went into executive session to discuss pay rates for the library employees.

The Board reconvened at approximately 9:30 p.m. and voted unanimously to accept the attached pay schedule.

The pay schedule is patterned after and uses percentages and longevity steps similar to the schedule used for US Civil Service.

The meeting was adjourned at approximately 9:40 p.m.

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Paul Roseberry, President



BREESE PUBLIC LIBRARY  
Secretary's Report

Minutes of July 3, 1990.

The meeting was called to order by President, Paul Roseberry at 8:00 p.m.

Trustees present: Paul Roseberry, Judi Piwaronas, Mary Ann Shelton, Dan Krechnyak, Jim Sprengel, and Bill Berndsen.

Trustees absent: Don Krebs, Mary Niebruegge, and Kay Chawgo

Also attending: Librarian Jan Thomas, assistant Diane Holtgrave, and William Porter Breese resident.

Minutes of the June meeting were approved as read.

A motion was made by Jim Sprengel, seconded by Dan Krechnyak to pay the bills. Motion was approved on a roll call vote.

Mark Niemeyer arrived at meeting and presented copies of changes in library building plans ~~and was~~ <sup>which were</sup> discussed by board.

A motion was made to have Paul R., Dan K. and Jan T. to serve as members of the Library Construction Committee with two City Council members for final planning of construction of the Breese Library addition and renovation. Motion passed by all members attending.

Motion was made to amend the library by-laws by Bill B. seconded by Jim S. to authorize the Library Board President & Treasurer to sign contracts. Motion passed by all on a roll call vote.

Grant was approved by the State for a new computer at a cost of \$2,000.00. Computer was purchased on June 26, and delivery is expected shortly. Confirming letter dated 21st of June, 1990 was received from the state.

Summer reading program for grades 1 thru 6 starts July 9 and runs thru August 3. Currently 35 children have signed up.

Board reviewed salary schedule & pay raise of 5% as stated in June 5 minutes. Error was made in salary of part time worker. Correct amount should be \$4.20 per hour in lieu of \$4.73 as stated. Board corrected the part-time salary to \$4.20 per hour.

Meeting adjourned on motion by Bill B. seconded by Judy P. at 9:25 p.m.

Next meeting August 7, 1990, 8:00 p.m.

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Paul Roseberry, President

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Bill Berndsen, Secretary





REESE PUBLIC LIBRARY PAY SCALE  
EFFECTIVE JULY 1, 1990

LENGTH OF SERVICE IN POSITION (IN YEARS)	CLERK	ASSISTANT LIBRARIAN	LIBRARIAN
LESS THAN 1	\$3.94	\$6.00	\$7.00
MORE THAN 1 BUT LESS THAN 2	\$4.07	\$6.20	\$7.23
MORE THAN 2 BUT LESS THAN 3	\$4.20	\$6.40	\$7.47
MORE THAN 3 BUT LESS THAN 5	\$4.33	\$6.60	\$7.70
MORE THAN 5 BUT LESS THAN 7	\$4.47	\$6.80	\$7.93
MORE THAN 7 BUT LESS THAN 9	\$4.60	\$7.00	\$8.17
MORE THAN 9 BUT LESS THAN 12	\$4.73	\$7.20	\$8.40
MORE THAN 12 BUT LESS THAN 15	\$4.86	\$7.40	\$8.63
MORE THAN 15 BUT LESS THAN 18	\$4.99	\$7.60	\$8.87
MORE THAN 18	\$5.12	\$7.80	\$9.10

The librarian and assistant librarian are to be scheduled approximately 30 hours per week.

The board of directors is to consider a cost of living increase each year to become effective July 1. A cost of living increase percentage (when approved) is to be applied to each amount on the above schedule.

Approved July 3, 1990.



BREESE PUBLIC LIBRARY  
Secretary's Report

Minutes of August 7, 1990.

The meeting was called to order by President, Paul Roseberry at 8:05 p.m.

Trustees present: Mary Ann Shelton, Mary Niebruegge, Kay Chawgo, Bill Berndsen, Paul Roseberry, and Jim Sprengel.

Trustees absent: Don Krebs, Dan Krechnyak, and Judi Piwaronas.

Also attending: Librarian Jan Thomas.

Minutes of the July meeting were approved as read.

Kay Chawgo was also appointed by Paul R. as a member of the Library Construction Committee.

A motion was made by Bill B., seconded by Kay C. to pay the bills. Motion was approved by roll call vote.

Librarian stated the summer reading program was well received by the children. They worked on their own time reading books, learning to use the card catalog and different reference book and every Friday as a group would meet to make crafts, such as bookmarks and colored a transfer to be ironed on T-shirts. Ms. Vicki Voytas and 5 Central High band students brought their instruments and played some music and talked to the children about the different types of instruments. On the last day of the program we had party day, serving ice-cream, cookies and kool-aid, and playing games. At the end we gave them each a certificate for participating.

Librarian deleted 62 old paperback books from our system. Total book count as of July 31, 1990 is 26,235.

New computer system was received and the library personnel are learning how to operate it.

Plans for the library addition are scheduled to be in to the state by the end of August. The state "review" board will review the plans and upon approval the state will give final approval for the library addition. Ninety day after the president and treasurer of the library board sign the contract with the state construction must begin.

City Council members representing the council on the Library Construction Committee are Kevin Timmermann and Charles Hilmes.

Kay C. made a motion, seconded by Bill B. to purchase an I.B.M. PC Compatible Card prep program for approximately \$149.95. Motion passed by voice vote.

Meeting adjourned on motion by Bill B. , seconded by Kay C. at 8:55 p.m.

Next meeting August 24, at City Park at 6:30 p.m.

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Paul Roseberry, President

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Bill Berndsen, Secretary



BREESE PUBLIC LIBRARY  
Secretary's Report

Minutes of September 4, 1990.

Meeting was called to order by President Paul Roseberry at 8:05 p.m.

Trustees present: Judy Piwaronas, Mary Ann Shelton, Dan Krechnyak, Jim Sprengel, Kay Chawgo and Bill Berndsen.

Trustees absent: Don Krebs, & Mary Niebruegge.

Minutes of August meeting were approved as read.

Motion was made by Kay C., seconded by Dan K. to pay the bills.  
Motion was approved by a roll call vote.

Librarians (Jan & Diane) are attending a computer course given by Kaskaskia College at Carlyle High School. Board agreed to pay tuition and mileage at a round trip rate of 20 miles at .20 a mile.

Librarian's report was presented. Book count totals 26,373.

Plans for the library addition are now scheduled to be sent to the State around Sept.11,1990. Library has six copies of the State Contract. We received a letter from Jim Edgar, Secretary of State and State Librarian announcing a construction grant of \$60,000.00 to the Breese Public Library. Another letter was also received from the Office of Secretary of State and State Library requesting a review and signature of the agreement for Breese Public Library's construction project. Letter further states the contract should be signed as quickly as possible.

City attorney will check to see who is responsible for signing the contract.

Motion to adjourn was made by Dan K., seconded by Kay C. Meeting adjourned at 9:12 p.m.

Next meeting will be October 2, 1990, 8:00 p.m.

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Paul Roseberry, President

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Bill Berndsen, Secretary



BREESE PUBLIC LIBRARY  
Secretary's Report

Minutes of Special Meeting of September 12, 1990.

The meeting was called to order by President Paul Roseberry at 7:05 p.m.

Trustees present: Judy Piwaronas, Mary Ann Shelton, Dan Krechnyak, Jim Sprengel, Kay Chawgo, and Bill Berndsen.

Trustees absent: Don Krebs and Mary Niebruegge.

Also attending was Mark Niemeyer of Niemeyer Design, Inc. the architect of the addition and renovation.

The purpose of the meeting was to review the final construction plans on the new Breese Library Addition and Renovation.

The board reviewed the plans as explained in detail by Mark Niemeyer, the Design Architect. Answers were provided to the board on questions asked.

A motion was made to approve the Breese Public Library Addition and Renovation plans and specifications dated September 12, 1990. The motion was made by Bill Berndsen and seconded by Kay Chawgo. The motion passed unanimously on a roll call vote.

A motion was made to open a special checking account for all funding related to the Breese Public Library Addition and Renovation. The motion was made by Kay Chawgo, and seconded by Dan Krechnyak. The motion passed unanimously on a roll call vote.

A motion was made to adjourn by Dan Krechnyak and seconded by Kay Chawgo. The motion was approved and the meeting adjourned at 7:40 p.m.

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Paul A. Roseberry, President

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Bill Berndsen, Secretary





BREESE PUBLIC LIBRARY  
Secretary's Report

Minutes of October 2, 1990.

Meeting was called to order by President Paul Roseberry at 8:05 p.m.

Trustees present: Mary Niebruegge, Mary Ann Shelton, Jim Sprengel, Kay Chawgo, Bill Berndsen, Don Krebs & Paul Roseberry.

Trustees absent: Dan Krechnyak and Judi Piwaronas.

Correction to last months minutes to show that \$1,000.00 will be deposited in Oct. 1990 to open the special checking account for the Breese Public Library addition & renovation that was approved at last months meeting.

A motion was made by Kay C. seconded by Mary N. to pay the bills. Motion approved on a unanimous roll call vote.

Librarians report shows we had 994 patrons in September which represents an increase of 109 over September, 1989.

Library plans have been approved without change by the State. The contract was approved & signed by all parties. Bids were solicited and bid opening is scheduled for Oct. 15, 1990 at 2:00 p.m. at the City Hall.

On September 28th, Paul R. Kay C. & Librarian Jan T. went to Springfield to attend a seminar on reports required in conjunction with building the new library addition.

On September 27th, Paul R. & librarian Jan T. went to Kaskaskia Library System to learn how to access other library systems through our computer system.

The library received a letter dated September 5, 1990 stating that the per capita grant application was approved at \$1.00 per capita.

Motion was made to adjourn by Kay C. seconded by Don Krebs. Meeting adjourned at 8:37 p.m

Next meeting will be November 6, 1990, at 8:00 p.m.

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Paul Roseberry, President

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Bill Berndsen, Secretary



## Secretary's Report

Special meeting of Library Board October 29, 1990.

Purpose: To discuss potential alternative to the bids received for the new library addition.

Meeting called to order at 8:07 p.m. by president, Paul Roseberry.

Members present Dan Krechnyak, Don Krebs, Mary Ann Shelton, Kay Chawgo, Mary Niebruegge, Jim Sprengel, and Bill Berndsen.

Mark Niemeyer the design engineer and Kevin Timmermann of the City Council, and Jan Thomas, Librarian also attended.

Discussion centered around eliminating the basement plan and adding an additional 4 feet to the overall width and rejecting all previous bids of the planned addition. This was the consensus of the board.

Motion was made by Bill Berndsen seconded, by Don K. to reject all previous bids; revise plans to eliminate the basement and add 4 feet to the width of the previous addition. Motion approved unanimously on a roll call vote.

Meeting adjourned at 9:27 p.m.

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Paul Roseberry, President

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Bill Berndsen, Secretary



BREESE PUBLIC LIBRARY  
Secretary's Report

Meeting of November 6, 1990.

Meeting was called to order by President, Paul Roseberry at 8:20 p.m.

Trustees present: Mary Ann Shelton, Jim Sprengel, Don Krebs, Paul Roseberry, and Bill Berndsen.

Trustees absent: Kay Chawgo, Dan Krechnyak, Judi Piwaronas and Mary Niebruegge.

Minutes of special meeting, October 29, amended to state that all bids were approximately \$50,000.00 over the architect's estimate.

A motion was made by Bill Berndsen, seconded by Don Krebs to pay the bills. Motion approved on a unanimous roll call vote.

Librarian's Report: Total book usage up 15% from last October. Total of 2,428 used. Patrons up 82 to a total of 1032 over last year. Board approved the request by the Junior's Women Club to sell tickets one Friday at the Library for their Munch With Santa Program.

Revised plans for the library addition should be available about the third week of November.

Mary Ann Shelton will look into the potential usage of the black cabinet system provided by the state by the Reading link.

Next meeting of Breese Library Board will be December 8, starting at 6:30 p.m. at Schwend's Country Buffet. Reservations with the restaurant have been confirmed.

Motion to adjourn by Jim Sprengel, seconded by Bill Berndsen.  
Meeting adjourned at 9:08 p.m.

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Paul Roseberry, President

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Bill Berndsen, Secretary



BREESE PUBLIC LIBRARY  
Secretary's Report

*Minutes of December 8, 1990.*

*Meeting was called to order at 6:58 p.m. by president, Paul Roseberry.*

*Trustees present: Bill Berndsen, Kay Chawgo, Don Krebs, Dan Krechnyak  
Mary Niebruegge, Paul Roseberry, Mary Ann Shelton, and Jim Sprengel.*

*Trustees absent: Judi Piwaronas.*

*Also attending: Kevin Timmermann, Mark Niemeyer, Mayor Maue, Jan  
Thomas, Diane Holtgrave & all the above mentioned spouses.*

*Mark Niemeyer discussed plans for new addition to library.  
Building is 30 feet wide, meeting room 12x22 ft., childrens area  
larger. Other areas also extended including Librarian's area. 40%  
increase in volume area. Building meets handicap requirements.*

*Motion made by Kay Chawgo to accept plans as presented by Mark N.,  
seconded by Bill B., motion passed on a roll call vote.*

*Motion made to pay bills by Kay C. seconded by Jim S. Motion passed  
by all.*

*Library Board thanked Kevin T. and the council for their support.*

*Motion to adjourn made by Kay C., seconded by Don Krebs.*

*Next meeting January 8, 1991, 8:00 p.m. at the Library.*

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*Paul Roseberry, President*

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*Bill Berndsen, Secretary*





BREESE PUBLIC LIBRARY  
Secretary's Report

Minutes of January 9, 1991.

The meeting was called to order at 8:00 by President Paul Roseberry.

Trustees present: Kay Chawgo, Mary Niebruegge, Judi Piwaronas, Paul Roseberry, Mary Ann Shelton, and Jim Sprengel.

Trustees absent: Bill Berndsen, Don Krebs, and Dan Krechnyak.

Also attending: Jan Thomas.

Linda Baquet and Nancy Gulick of the Kaskaskia Library System demonstrated and discussed KABIN (Kaskaskia's Automated Bibliographic Information Network). Automation grants are available in the amount of \$10,000. They discussed costs covered by the grant, not covered by the grant, and monthly costs. KLS will eventually stop bulk pulling if library is not on-line. Materials will not be available. Breese will need to make a decision by the end of February.

Breese now has the power to access college libraries through ILINET for the cost of telephone calls only.

Bill Berndsen is in the hospital. A plant was sent.

Final plans have been sent for bids. Bids will be opened at 2:00 p.m. January 28, 1991. A walk-through for contractors will be held on January 17.

The secretary's report was approved as read.

A motion was made by Kay Chawgo and seconded by Mary Niebruegge to pay the bills. The motion was approved by a roll call vote.

The cost of Cardprep software (\$149) was previously authorized. Cardprep is not available so the Librarian will be investigating others.

Paul Roseberry stated that there is a problem with the heating system. Two motors have been ordered and the system will be repaired soon. The entire system will have to be replaced within the next five years. A new system will be smaller and the new roof will have to be patched. An alternate bid to replace the system (\$12,000) was given. The new system would be installed before the new roof.

He also mentioned the possibility of purchasing a small refrigerator for the meeting room. The old refrigerator would then be sold.

A motion to adjourn was made by Kay Chawgo and seconded by Mary Niebruegge.



BREESE PUBLIC LIBRARY  
Secretary's Report

Minutes of Special Meeting held January 31, 1991.

Trustees Present: Kay Chawgo, Mary Niebruegge, Dan Krechnyak, Judi Piwaronas, Paul Roseberry, Mary Ann Shelton, and Jim Sprengel.

Trustees absent: Bill Berndsen and Don KRebs.

Also present: Jan Thomas.

Mark Niemeyer discussed the bids and possible changes in the plans for the new addition to the library. The lowest bids totalled \$156,978.00. The city has authorized \$90,000 (minus \$2,000 already spent). When added to the \$60,000 grant, the total of \$148,000 is approximately \$9,000 short of the bid amount.

Ways of cutting costs were discussed. Two possible contractor change orders are to change the rubber entrance mats to vinyl and to change the wood folding door between the meeting room and the children's area to vinyl. Other possible changes include eliminating a librarian's desk, a meeting room cabinet, and half of the book return cabinet. Eliminating all or part of the proposed stacks was also discussed. The board feels that these are necessary. The President will approach the city about purchasing the roof-top unit for \$8,700 (heating system). There is no money set aside for a necessary contingency fund. The amount allocated for stacks (\$9,500) will provide that amount.

Due to the fact that postage cost will rise before the February meeting, a motion was made by Kay Chawgo and seconded by Mary Niebruegge to pay the bills. The motion was approved by a roll call vote.

A motion to adjourn was made by Dan Krechnyak and seconded by Kay Chawgo.

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Paul Roseberry, President

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Kay Chawgo, Acting Secretary



BREESE PUBLIC LIBRARY  
Secretary's Report

Minutes of February 5, 1991.

The meeting was called to order at 8:10 p.m. by President Paul Roseberry.

Trustees present: Kay Chawgo, Mary Niebruegge, Paul Roseberry, Mary Ann Shelton, and Jim Sprengel.

Trustees absent: Bill Berndsen, Don Krebs, Dan Krechnyak, and Judi Piwaronas.

Also attending: Jan Thomas and Diane Holtgrave.

Mark Niemeyer discussed the bids for the library addition. Low bidder was Rehkemper and Son (\$125,598). Black and Son of Mt. Vernon was second and Dale Essenpreis of DJE Builders was third. All bids were within \$1800 of each other.

\$8,894.80 will be designated as a contingency fund. Upon completion of the project, any unused money will be used to purchase stacks.

The city has no funds to replace the roof-top unit. \$300 will be spent now to replace motors and \$100 will be needed for yearly service. The unit is 15 years old and will need to be replaced soon.

A motion was made by Mary Niebruegge and seconded by Jim Sprengel to enter into a contract with Rehkemper and Son in the amount of \$125,598 for the construction of the library addition. Alternate bids regarding the roof-top unit, removing stacks, and eliminating wood grain trim were rejected. The motion was passed by a roll call vote.

Mark stated that blanks will have to be filled in in the contract. They depend on when the money will be available from the state and the city. Payment will be due within 30 days from date of bill or interest will be charged. Rehkemper has 120 calendar days to complete the project. If not completed there will be a \$200 weekly penalty.

Paul Roseberry discussed a possible fundraiser to help purchase items not included in the bid. A list of items will be compiled and local organizations and businesses will be approached.

Bills were paid at the special meeting held January 31.

The secretary's report was approved as read.

A motion was made by Mary Ann Shelton and seconded by Jim Sprengel to purchase a service contract on the copier purchased in August, 1986. The contract is \$315 yearly and excludes drum replacement and developer. Motion was passed by a roll call vote.

The trustees decided that a \$25 business membership at SAM'S is not necessary.



BREESE PUBLIC LIBRARY  
Secretary's Report

Minutes of March 5, 1991.

The meeting was called to order at 7:00 p.m. by President Paul Roseberry.

Trustees present: Paul Roseberry; Mary Ann Shelton, Don Krebs, Mary Niebruegge, Dan Krechnyak, Jim Sprengel, and Kay Chawgo.

Trustees absent: Bill Berndsen and Judi Piwaronas.

Also attending: Jan Thomas and Diane Holtgrave.

The secretary's report was approved as read.

A motion was made by Kay Chawgo and seconded by Jim Sprengel to pay the bills. The Motion was approved by a roll call vote.

Mark Niemeyer stated that the addition will be under plywood and the rubber roof this week. The construction is moving faster than scheduled. A 32-foot trailer has been moved behind the library for storage. There is a cost for the moving, but there is no cost for rent. By next week the reference wall must be emptied. The workers will open the wall and add supports.

Niemeyer stated that usually a major part of the contingency fund is used for expenses associated with the footings. No money was needed so he suggested that half of the \$8,500 fund be used to purchase shelving.

Kevin Timmermann came from the city council meeting. He stated that John Skain of the Germantown Village Board had contacted him regarding the use of the Breese Library by Germantown residents. They would pay a library tax. The legalities will be checked before a decision is made.

He also mentioned parking problems with the ambulance personnel. Once the addition is completed there will be designated parking places for police and ambulance personnel. The area between the city hall and ambulance services was also mentioned as possible parking area.

A motion was made by Kay Chawgo and seconded by Jim Sprengel to use approximately one half of the contingency fund to purchase shelving. The aim will be to fill space and then add other shelving as funds become available.

Dan and Paul will sign the contract with Don Kniepkamp for cabinets. They will also check into a conference table that will cost \$250.

A committee was set up to weed the library's collection of books. Books that are in poor condition or those that are not used will be pulled from the shelves. The committee is also authorized to give away any of the books pulled (Rehab Center, Junior Woman's Club, etc.) The committee includes Mary Ann Shelton, Mary Niebruegge, Kay Chawgo, and Charlotte Sprengel.





Minutes of April 2, 1991.

The meeting was called to order at 8:00 p.m. by President Paul Roseberry.

Trustees present: Dan Krechnyak, Jim Sprengel, Paul Roseberry, Mary Ann Shelton, Judi Piwaronas, Mary Niebruegge.

Trustees absent: Kay Chawgo, Bill Berndsen & Don Krebs.

Also attending: Jan Thomas, Diane Holtgrave & Mark Niemeyer.

Mark presented billings for the contractor to be paid as of March 20th - The figure \$53,272.00 was motioned to pay by Dan Krechnyak, seconded by Jim Sprengel and approved on a roll call vote.

A change order was passed around (sheet attached). Mark explained the changes that will take place. With the changes the deduction of \$1,466.00 brings the total down to \$124,112.00 for the final price to pay. Judi made a motion to accept the changes, seconded by Mary, motion carried.

The budget figures were passed out to the board and some of the numbers were changed (see attached sheet).

Cabinet drawings were studied and explained by Mark. Small changes were made & accepted.

Carpet & wall color schemes were shown to the board & the different opinions were presented. The Librarians were also asked what color patterns they would be comfortable with. Consensus settled on mauve.

Kevin Timmermann came from city council meeting and announced the council's decision to close the driveway between the west wall of the library and the City Hall.

Bills were presented and a motion was made by Mary Ann, seconded by Judi. Motion approved on a roll call vote.

Last meeting minutes amended to included Mark Niemeyer's name as present.

Librarians Report was presented. Nobody was interested in being nominated for a trustee director to serve on the Kaskaskia Library System Board. Jan will attend a meeting at Rend Lake College on April 11, 1991, on cooperative collection management. Forms for 1991 per capita grants were received. They have to completed and mailed by July 15, 1991.

Mary Ann presented a crew manual to members who are helping with weeding the collection. She suggested this as an ongoing project.

Meeting adjourned at 9:39 p.m. on a motion by Dan, seconded by Jim.

Next meeting May 7, 1991. 8:00 p.m.

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Paul Roseberry, President

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Dan Krechnyak, Acting Secretary



Minutes of May 7, 1991.

Meeting was called to order at 8:00 p.m. by President, Paul Roseberry.

Trustees Present: Paul Roseberry, Dan Krechnyak, Jim Sprengel, Mary Niebruegge, Mary Ann Shelton & Judie Piwaronas.

Trustees absent: Kay Chawgo, Don Krebs, and Bill Berndsen.

Also attending: Mark Niemeyer and Jan Thomas.

Mark presented an update on library construction. Carpet was delivered and should be installed within the week. Librarians desk and checkout counter to be moved.

Request for payment was received from Rehkemper in the amount of \$36,058.50. 78% of the project is complete toward Rehkemper's contract. Request for payment from Niemeyer Design in the amount of \$1,268.92 was also received. Motion for payment of contractor and architect was made by Dan K. seconded by Jim S. Unanimous acceptance.

Presented change order #2. Motion for acceptance of change order was made by Mary Niebruegge and seconded by Dan K. unanimous acceptance.

Discussion on folding tables, stools, secretary chair inside office and 17 stackable chairs. It was decided to hold off on the 17 chairs for now.

A credit on the brick allowance and carpet should be received. Three cabinets from office will be used in meeting room with new counter tops.

Warm white vs. cool white lights was discussed. Tabled at this time.

Secretary's report was presented. Minutes were approved with an amendment to insert in last month's minutes -April's minutes were approved as read. Dan moved to accept, seconded by Mary N.

Treasurer's report was presented. Bills were approved for payment on a motion by Dan K. Seconded by Jim S. and a roll call vote.

Discussion relating to reappointment of board members for 3 years.

July, 1991  
Dan Krechnyak  
Jim Sprengel  
Don Krebs

July, 1992  
Bill Berndsen  
Judie Piwaronas  
Kay Chawgo

July, 1993  
Paul Roseberry  
Mary Niebruegge  
Mary Ann Shelton

Dan K. made a motion to approve rotation of trustees to meet State requirements, seconded by Jim S., approved unanimously.

Bylaws tabled, still processing.



Minutes of June 4, 1991.

The meeting was called to order at 8:00 p.m. by president, Paul Roseberry.

Trustees present: Paul Roseberry, Mary Ann Shelton, Kay Chawgo, Mary Niebruegge, Bill Berndsen, Jim Sprengel, & Judie Piwaronas.

Trustees absent: Dan Krechnyak & Don Krebs.

Also attending: Diane Holtgrave, Jan Thomas & Mark Niemeyer.

Secretary's report was presented and approved as read.

Treasurers' report was presented and approved on a motion by Kay Chawgo, seconded by Mary Ann Shelton and a roll call vote.

Air conditioning was down for 4 days. Niemeyer Temperature Control was called and it is now in working order.

Discussion regarding progress of library renovations. Request for payment of \$23,807.85 from Rehkemper Construction was received. This brings total to \$119,000 out of \$125,000.00 Approximately \$9,000 left in the contingency fund. Motion to pay Rehkemper for \$23,807.85 was made by Kay Chawgo and seconded by Jim Sprengel and approved on a roll call vote. Book drop was changed and put into front entry way. A nightlight is needed in the front entrance. Rear door needs painting, store room needs painting. Cool lights will be replaced with warm lights when found on sale. Ken Schonoff will build additional shelving. Building committee will meet next week & decide authorization. Additional landscaping need will cost an additional \$50.00.

The annual report was sent to K.L.S. and Linda indicated all was in order except because of additional funding from the state for construction the surity bond was not high enough (should be 50% of budget). Since this is a one time amount and our budget will be lower again next year it was decided to leave the bond amount as is.

Summer worker Becky Haar from Germantown will start June 10, 1991.

Paul priced vertical blinds. Fabric runs around \$884.00 for 4 windows, and metal runs \$672.00. It was decided to table at present time.

Half-year membership was discussed. Jan is to check out the legal ramifications and discuss again next meeting.

Meeting adjourned on a motion by Bill, seconded by Kay.

Next meeting July 2, 1991.

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Paul Roseberry, President

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Judie Piwaronas, Secretary



Minutes of July 2, 1991.

The meeting was called to order at 8:05 p.m. by President, Paul Roseberry.

Trustees present: Paul Roseberry, Dan Krechnyak, Jim Sprengel, Mary Ann Shelton, Don Krebs, Kay Chawgo, Bill Berndsen, Mary Niebruegge, and Judi Piwaronas.

Also attending: Jan Thomas, Diane Holtgrave, and Mark Niemeyer.

Mark gave a budget review. Due this month \$24,758.41. See breakdown on paper attached. Construction cost \$10,889.95, casework \$8,234.00 stacks \$5,000.00. We have \$2,019.02 left in contingency fund.

Change order #4 was presented. Motion to accept change order #4 was made by Kay Chawgo, and seconded by Jim Sprengel. Motion carried.

Motion to pay Rehkemper \$10,889.95 was made by Kay C. and seconded by Jim S. Motion approved.

Discussion on cabinets regarding lowering of cabinet for copier, file drawer to shallow, checkout machine (wiring vs. recessed area.) Mark will get estimate regarding above. Don made a motion to withhold 1/2 of payment \$4,117.00 from Don Kniepkamp, second by Dan K. motion approved.

Kay made a motion to pay \$5,000.00 to Ken Schonhoff for shelving, seconded by Mary Ann S., motion approved.

Have spent \$150,279.00 so can request more grant money from the State.

Open House dedication date tentatively set for September. Committee, Paul R. Mary N. and Kevin T. will meet July 10th.

Library cards may be purchased for 1/2 year only if patron asks. No special price for senior citizen cards.

Kay reported on By-laws and Policies. Will have rough draft completed by next meeting.

Bill B. made a motion to pay bills. Mary N. seconded, approve on a roll call vote.

Secretary's report was approved as read.

One patron made a complaint of loud music in library, possibly construction worker's radio.

It was decided not to have a suggestion box.

Fall picnic will be held September 6th at Northside park starting at 6:30 for cocktails, will eat at 7:30. Mrs. Eilers to prepare salads.

Meeting adjourned at 9:07p.m. on a motion by Dan K. seconded by Bill B.

Next meeting August 6, 1991 at 8:00 p.m.

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Paul Roseberry, President

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Judie Piwaronas, Secretary





Minutes of August 13, 1991

The meeting was called to order at 8:05 p.m. by president Paul Roseberry.

Trustees present: Jim Sprengel, Bill Berndsen, Dan Krechnyak, Paul Roseberry, Mary Ann Shelton, Kay Chawgo, and Judi Piwaronas.

Trustees absent: Mary Niebruegge and Don Krebs.

Also attending: Jan Thomas, Diane Holtgrave & Mark Niemeyer.

Minutes of the July meeting were approved as read.

Discussion regarding bids on cabinets. It was decided to run the ad again in with the cut off date being August 31, 1991. Bids to be open on that date.

Report from Mark N. \$7,517.00 in bills are due this month. With holding \$1,000.00 from Rehkemper until finalized. Casework-Kniepkamp, Mark suggests paying other 1/2 of work already done. Need to pay \$3,500.00, has \$864.00 to do yet. Total payment of \$4364.00.

Bill B. made a motion to pay Ken Schonoff \$2,113.00 for stacks, and Don Kniepkamp \$4,404.00 for counter and book drop. Kay Chawgo seconded, motion approved on a roll call vote.

Discussion regarding shelving needs. Want shelving under window in office. Tabled angle shelving. Give authorization to librarians for shelving needs.

Correspondence from Secretary of State George Ryan stated there would be a drop in per capita grant monies due to budget cut. 12% cut.

Joe Natale needs information for rest of funding, narrative from April 1 to June 30th.

Tentative date for open house September 15, 1991.

A motion was made by Bill B. seconded by Dan K. to pay the bills. Motion approved on a roll call vote.

Pay scale was discussed. Meeting on August 27th at 8:00p.m. regarding Cost of Living Average.

Policies and By-laws given by committee will be left at library for other trustees to read and give suggestions for final draft.

Motion to adjourn was made by Bill B. seconded by Kay C.

Next meeting 6:30 p.m. Breese Northside Park.

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Paul Roseberry, President

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Judi Piwaronas, Secretary



*Special meeting August 27, 1991.*

*Meeting was called to order at 8:05 p.m. by president Paul Roseberry.*

*Trustees present: Dan Krechnyak, Paul Roseberry, Kay Chawgo, Mary Ann Shelton, and Judi Piwaronas.*

*Trustees absent: Don Krebs, Mary Niebruegge, Bill Berndsen, and Jim Sprengel.*

*Report by Paul presented of income and expenses (\$8,921.15) in debt for fiscal year May, 90 - April, 91.*

*Discussion of budget cuts followed. Agreement to present expenses to Kevin Timmermann and have him go to City Council for an increase in money allocated to library.*

*COLA - Kay made a motion to table salary discussions until after finding out if we can get more funds for library from city, seconded by Mary Ann.*

*Permission given librarian to transfer funds from contingency fund to general fund \$3,780.73.*

*Discussion of Policy & By-Laws. Meeting room to be used at any time during library hours. After hours representative of library to be present. Librarian to be executive officer of library and not board. Need committee on Finance, Books and Building & Grounds.*

*Jan to open bids on Saturday at 10:00 a.m. with Paul & Kay to help.*

*Meeting adjourned on a motion by Kay, seconded by Mary Ann.*

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*Paul Roseberry, President*

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*Judi Piwaronas, Secretary*



Minutes of September 6, 1991

The meeting was called to order at 8:00 p.m. at Northside Park by President Paul Roseberry.

Trustees present: Bill Berndsen, Kay Chawgo, Dan Krechnyak, Don Krebs, Paul Roseberry, Jim Sprengel, and Mary Ann Shelton.

Trustees absent: Mary Niebruegge and Judi Piwaronas.

Also attending: Mayor and Mrs. Don Maue, Jan Thomas, Diane Holtgrave, and spouses of trustees and staff.

The minutes of the August 13, 1991 meeting and the August 27, 1991 special meeting were approved as read.

A motion was made by Kay Chawgo and seconded by Dan Krechnyak to pay the bills. The motion was approved by a roll call vote.

It was announced that Dan and Paul will meet with Mayor Maue, Kevin Timmermann, Elmer Foppe, and the chairman of the finance committee on September 10 to discuss the Library's financial situation.

The open house to be held Sunday September 15, 1991 was discussed. Paul will order the cookies from Wood's Bakery through Ratermann A.G. He will order 34 dozen cookies. Mayor Maue donated 16 gallons of punch for the event. Kay Chawgo will purchase supplies. Mrs. Krebs and Mrs. Berndsen volunteered to help serve refreshments. The open house is being planned with 200 people in attendance.

Mayor Maue thanked the Trustees for their time and for the invitation to the picnic. He discussed city and library finances. The difficulty lies in the fact that the library problems occurred in the middle of the fiscal year. He promised to help find funds for the library to complete the fiscal year.

Paul thanked Dan and Jan for planning the picnic.

A motion was made by Kay Chawgo and seconded by Bill Berndsen to adjourn.

The next meeting will be held Tuesday, October 1 at 8:00 p.m.

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Paul Roseberry, President

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Kay Chawgo, Acting Secretary



Minutes of October 10, 1991

The meeting was called to order at 8:10 p.m. by President Paul Roseberry.

Trustees present: Bill Berndsen, Kay Chawgo, Dan Krechnyak, Paul Roseberry, Jim Sprengel, and Mary Ann Shelton.

Trustees absent: Mary Niebruegge, Judi Piwaronas, and Don Krebs.

Also attending: Jan Thomas.

The minutes of the September 6 meeting were approved as read.

A motion was made by Bill Berndsen and seconded by Jim Sprengel to pay the bills. The motion was approved by a roll call vote.

A motion was made by Jim Sprengel and seconded by Dan Krechnyak to pay Rehkemper & Sons \$1,000 and Don Kneipkamp \$350. The motion was approved by a roll call vote.

A report will be sent into the State so that the Library can get the final \$6,000 of its grant.

Paul Roseberry reported on his meeting with the city regarding the Library budget. The \$5,000 received at the Open House was T.I.F. money used to reimburse the Library for the purchase of some of the shelving.

The city has dropped the Library's utility charges to cost. Next fiscal year the city will pay the Library's IMRF costs (approximately \$350 a month).

Paul estimates that the Library will have approximately \$1,000 left at the end of this fiscal year. The building fund will break even.

During the next few months the book committee will review book purchases. The members are Judi Piwaronas, Mary Ann Shelton, and Kay Chawgo.

The Board approved joining KABIN at a cost of \$55 per month. It provides a 800 telephone number. ILINET has become costly. The last telephone bill was \$127. Also, Southern Illinois University at Carbondale and the University of Illinois are not filling orders.

Excess furnishings purchased through bids include two six-drawer cabinets at \$25 each and large book case at \$50 - Kay Chawgo; small book case at \$20 - Rita Schemel; long top with four drawers at \$7 - Bob Venhaus; and oak plywood at \$3.01 - Paul Roseberry.

The Library Christmas party will be Saturday, December 7. Paul will check V & H, Knotty Pine, and Taylors.





Minutes of December 7, 1991.

The meeting was called to order at 8:00 p.m. at Taylor's Restaurant by President Paul Roseberry.

Trustees present: Paul Roseberry, Mary Niebruegge, Mary Ann Shelton, Don Krebs, Dan Krechnyak, Bill Berndsen, Jim Sprengel, and Kay Chawgo.

Trustees absent: Judie Piwaronas.

Also attending: Jan Thomas, Diane Holtgrave, Mayor and Mrs. Don Maue, spouses of trustees and staff.

The minutes of the November 5 meeting were approved as read.

A motion to pay the bills was made by Don Krebs and seconded by Dan Krechnyak. The motion was approved by a roll call vote.

The President reported that Illinois Power had to reconnect the Library's gas line because the building is heated by gas, not electricity.

The audit of the building project will be completed and the request for the final \$6000 from the state will be sent. Two tables, secretary's chairs, and a stool will come in about 5 to 6 weeks. The 24 stacking chairs have been ordered and will arrive in about two weeks. Ken Schonhoff is expected to complete the shelving during Christmas break.

A motion to close the Library Christmas Eve, Christmas Day, New Years Eve, and New Years Day was made by Mary Ann Shelton and seconded by Jim Sprengel. Motion passed.

Bill Berndsen thanked the Mayor and the city for their support during the past year.

Mayor Don Maue remarked on the success of the past year and the Library expansion and thanked the Trustees for their efforts.

A motion was made by Don Krebs and seconded by Jim Sprengel to adjourn. The meeting adjourned at 8:15 p.m.

The next meeting will be held Tuesday, January 7, 1992 at the Library.

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Paul Roseberry, President

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Kay Chawgo, Acting Secretary



Minutes of January 7, 1992.

The meeting was called to order at 8:00 p.m. by Vice-President Jim Sprengel.

Trustees present: Jim Sprengel, Bill Berndsen, Don Krebs, Mary Niebruegge, Mary Ann Shelton, and Kay Chawgo.

Trustees absent: Dan Krechnyak, Judie Piwaronas, and Paul Roseberry.

Also attending: Jan Thomas and Diane Holtgrave.

The minutes of the December 7 meeting were approved as read.

A motion to pay the bills was made by Bill Berndsen and seconded by Mary Niebruegge. The motion was approved by a roll call vote.

Jim Sprengel orally read the highlights of the "Basic Guide for Disaster Planning" from the Illinois State Library Preservation Office. The library must adopt a disaster plan and complete a form to comply with the requirements for the Per Capita Grant. The President will appoint a committee to review the plan.

The book committee will meet following the January 7 meeting and prior to every future Board meeting.

A motion was made by Bill Berndsen and seconded by Mary Niebruegge to pay \$710 (from the construction account) to Robert L. Marti, C.P.A. for the mandatory audit of the Construction Grant. The audit is part of the closeout report necessary before the final \$6,000 payment can be granted by the State. The motion was passed by a roll call vote.

A motion was made by Bill Berndsen and seconded by Don Krebs to adjourn. The meeting adjourned at 8:25 p.m.

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Jim Sprengel, Vice-President

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Kay Chawgo, Acting Secretary



Minutes of February 2, 1992.

The meeting was called to order at 8:00 p.m. by President Paul Roseberry.

Trustees present: Paul Roseberry, Jim Sprengel, Mary Niebruegge, Mary Ann Shelton, and Kay Chawgo.

Trustees absent: Dan Krechnyak, Bill Berndsen, Don Krebs, Judie Piwaronas.

Also attending: Jan Thomas.

The minutes of the January 7 meeting were approved as read.

A motion to pay the bills was made by Jim Sprengel and seconded by Mary Niebruegge. The motion was approved by a roll call vote.

The balance of the construction account (\$1,957.97) will be transferred to the N.O.W. account.

Jan Thomas explained that usage is up at the Library, but that fact is not shown in the monthly report. If a book is not checked out, that person is not counted.

No interest was shown in filling openings on the KLS Board.

A Trustee Programming workshop will be held Saturday, March 21 in Chicago.

A budget must be approved at the March meeting and submitted to the City for April approval by the City Council.

Use of the Library after hours was discussed. It was decided to avoid the issue and to allow meetings during business hours only. The exceptions would be City meetings or those involving a member of the Board.

The family of Pat Ross of Aviston has donated \$250 in memorials for the purchase of books. A picture will be taken when the books arrive and the idea of memorials to the Library will be promoted in the article. Bookplates will be purchased stating "In Memory of" and "Donated by".

A Disaster Plan must be completed. It is a fill-in-the-blank type form that includes items such as contact people, services, upkeep check list, and equipment and supplies. Jan will attend a meeting regarding the plan.

The State intends to reduce the number of library systems from 18 to 9 by the end of the year. Kaskaskia and Lewis and Clark will probably combine.

A motion to adjourn was made by Jim Sprengel and seconded by Mary Ann Shelton. Meeting adjourned at 8:40 p.m.

The next meeting will be held Tuesday, March 3.

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Paul Roseberry, President

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Kay Chawgo, Acting Secretary



Minutes of March 3, 1992.

The meeting was called to order at 8:00 p.m. by President Paul Roseberry.

Trustees present: Paul Roseberry, Mary Ann Shelton, Mary Niebruegge, Jim Sprengel, Don Krebs, and Kay Chawgo.

Trustees absent: Dan Krechnyak, Bill Berndsen, and Judie Piwaronas.

Also attending: Jan Thomas.

The minutes of the February 2 meeting were approved as read.

A motion to pay the bills was made by Jim Sprengel and seconded by Mary Niebruegge. The motion was approved by a roll call vote.

The budget was discussed. The city will be paying retirement and the building insurance. This will save approximately \$5,000. This is still about \$5,000 short of the money needed to operate. Few cuts can be made. In addition, we may lose part or all of the state's per capita grant.

Thirteen libraries have formed a cooperative collection management group necessary for the percapita grant. Each member will develop a section of numbered books. Breese is 616 (diseases). A bibliography of current books must be developed by July. The libraries will then share their section with the other libraries.

KLS is stopping the rotation of videotapes in June. They will deal in public performance videotapes only. Breese has received some fiction books from KLS and will be getting ~~so~~ younger fiction next. We will be excluded from receiving any numbered books because we are not "on line".

There have been several requests for an overhead projector. Paul donated one to the library.

The family of Pat Ross has donated an additional \$25 for books.

A handicapped reserved sign is needed for the parking lot.

A motion to adjourn was made by Don Krebs and seconded by Mary Ann Shelton. Meeting adjourned at 8:33 p.m.

The next meeting will be held Tuesday, April 7.

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Paul Roseberry, President

Kay Chawgo, Acting Secretary





## SECRETARY'S REPORT

Minutes of April 7, 1992.

The meeting was called to order at 8:10 p.m. by President Paul Roseberry.

Trustees Present: Paul Roseberry, Mary Ann Shelton, Mary Niebruegge, Don Krebs, Kay Chawgo and Dan Krechnyak.

Trustees absent: Bill Berndsen, Jim Sprengel, and Judie Piwaronas.

Also attending: Jan Thomas, Librarian

The minutes of the March meeting were approved as read.

A motion to pay the bills was made by Don Krebs and seconded by Mary Niebruegge. The motion was approved on a roll call vote.

Librarians report was presented, most areas were up in usage.

Disaster plan was discussed. Jan will talk with Al Gebke and Bob Venhaus to get some of the necessary information.

Paul will call Kevin Timmermann about handicapped parking signs needed.

A motion to adjourn was made by Mary Ann Shelton, and seconded by Dan Krechnyak.

Next meeting will be Tuesday, May 5.

Paul Roseberry, President

Jan Thomas, Acting Secretary



*Minutes of May 5, 1992.*

*The meeting was called to order at 8:05 p.m. by President, Paul Roseberry.*

*Trustees Present: Paul Roseberry, Bill Berndsen, Mary Niebruegge, Judie Piwaronas, Jim Sprengel, Mary Ann Shelton, & Dan Krechnyak.*

*Trustees Absent, Don Krebs & Kay Chawgo.*

*Also Attending: Jan Thomas, Librarian.*

*The minutes of the April meeting were approved as read.*

*Treasurer's Report was presented. A motion to pay the bills was made by Bill Berndsen, and seconded by Jim Sprengel. The motion was approved on a roll call vote.*

*Librarians report was presented. All areas were up in usage. Cardinal baseball tickets will be available to all who participate in a summer reading program. At the end of the program a drawing will be held for those who attended.*

*The Library's budget from the city will remain the same for fiscal year 1992-93 with the exception of social security and I.M.R.F. will be paid by the city.*

*The board discussed getting ceiling fans in the meeting room and children's room. Paul will talk with Mark Niemeyer about ceiling fans versus booster fan in duct work. He will report on this next meeting.*

*A motion to adjourn was made by Mary Ann Shelton, seconded by Mary Niebruegge.*

*Next meeting will be Tuesday, June 2, 1992.*

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*Paul Roseberry, President*

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*Judie Piwaronas, Secretary*



*Minutes of June 2, 1992.*

*The meeting was called to order at 8:03 p.m. by president, Paul Roseberry.*

*Trustees present: Paul Roseberry, Bill Berndsen, Mary Niebruegge, Mary Ann Shelton, Kay Chawgo, Jim Sprengel, Judie Piwaronas, and Dan Krechnyak.*

*Trustees absent: Don Krebs.*

*Also attending: Jan Thomas, Librarian.*

*The minutes of the previous meeting were approved as read.*

*Treasurers' report was presented. Motion to pay the bills was made by Judie P. and seconded by Mary Ann Shelton, and approved on a roll call vote.*

*Election of officers was held with the following people being elected. Paul Roseberry, President; Bill Berndsen, Vice President; Dan Krechnyak Treasurer; and Jim Sprengel, Secretary.*

*Librarians report was presented. The annual meeting at Kaskaskia Library System will be held September 21, 1992. Paul R. read a letter from Deanna Snowden Executive Director at K.L.S. pertaining to the future of Kaskaskia Library System. So far nothing definite has been decided.*

*The annual picnic will be at the Breese North Side park September 12th. Will appoint a chair person at next meeting.*

*The meeting adjourned at 8:37 p.m. on a motion by Dan K. seconded by Bill B.*

*Next meeting July 7, 1992, 8:00 p.m.*

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*Paul Roseberry, President*

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*Judie Piwaronas, Secretary*



*Minutes of June 2, 1992.*

*The meeting was called to order at 8:03 p.m. by president, Paul Roseberry.*

*Trustees present: Paul Roseberry, Bill Berndsen, Mary Niebruegge, Mary Ann Shelton, Kay Chawgo, Jim Sprengel, Judie Piwaronas, and Dan Krechnyak.*

*Trustees absent: Don Krebs.*

*Also attending: Jan Thomas, Librarian.*

*The minutes of the previous meeting were approved as read.*

*Treasurers' report was presented. Motion to pay the bills was made by Judie P. and seconded by Mary Ann Shelton, and approved on a roll call vote.*

*Election of officers was held with the following people being elected. Paul Roseberry, President; Bill Berndsen, Vice President; Dan Krechnyak Treasurer; and Jim Sprengel, Secretary.*

*Librarians report was presented. The annual meeting at Kaskaskia Library System will be held September 21, 1992. Paul R. read a letter from Deanna Snowden Executive Director at K.L.S. pertaining to the future of Kaskaskia Library System. So far nothing definite has been decided.*

*The annual picnic will be at the Brees North Side park September 12th. Will appoint a chair person at next meeting.*

*The meeting adjourned at 8:37 p.m. on a motion by Dan K. seconded by Bill B.*

*Next meeting July 7, 1992, 8:00 p.m.*

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*Paul Roseberry, President*

---

*Judie Piwaronas, Secretary*





Minutes of July 7, 1992.

The meeting was called to order at 8:05 p.m. by President Paul Roseberry.

Trustees present: Paul Roseberry, Bill Berndsen, Mary Niebruegge, Mary Ann Shelton, Judie Piwaronas, Don Krebs, and Kay Chawgo.

Trustees absent: Jim Sprengel and Dan Krechnyak.

Also attending: Jan Thomas, Librarian.

The minutes of the previous meeting were approved as read.

The treasurer's report was presented. A motion was made by Bill Berndsen and seconded by Judie Piwaronas to pay the bills. The motion was approved on a roll call vote.

The librarian's report was presented. Kaskaskia Library System will no longer maintain a video collection. Member libraries are asked to provide shelf space and maintain collections that will rotate among libraries. There will be a cooperative purchase of videos yearly. K.L.S. will house education videos only. A motion was made by Mary Ann Shelton and seconded by Don Krebs not to participate in rotating video project.

Jan Thomas reported that 50 children are participating in the summer reading program. They read on their own and meet at the library on Fridays for crafts. Jan requested permission to hire a magician for the final day of the program. Three years ago the magician was paid \$100. The board agreed to pay a reasonable amount for the magician.

All participants will receive a Dairy King coupon at the end of the reading program. It can be used for either a soda or an ice cream cone.

The Disaster Plan must be mailed by July 15. Paul Roseberry and Bill Berndsen agreed to meet at 7:00 p.m. Thursday, July 9 to complete the fill-in-the-blanks form.

Don Krebs agreed to be chairman for the annual picnic. It is scheduled for Saturday, September 12, at Breese North Side Park.

The Board went into Executive session to discuss salaries. A motion was made by Don Krebs and seconded by Bill Berndsen to raise salaries by 4%. The motion was approved on a roll call vote.

The meeting was adjourned at 8:30 p.m. on a motion by Bill Berndsen and seconded by Judie Piwaronas.

The next meeting will be held August 4, 1992 at 8:00 p.m.

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Paul Roseberry, President

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Kay Chawgo, Acting Secretary



Minutes of August 4, 1992.

The meeting was called to order at 8:13 p.m. by President Paul Roseberry.

Trustees present: Paul Roseberry, Mary Niebruegge, Judie Piwaronas, Dan Krechnyak, Don Krebs, and Kay Chawgo.

Trustees absent: Mary Ann Shelton, Jim Sprengel,

Also attending: Jan Thomas, Librarian.

The minutes of the previous meeting were approved as read.

The treasurer's report was presented. A motion was made by Dan Krechnyak and seconded by Mary Niebruegge to pay the bills. The motion was approved on a roll call vote.

The librarian's report was presented. The summer reading program was a success. The magician was well received. His cost was \$125.

Kaskaskia Library System needs a board member. There was no interest by any trustees.

Paul Roseberry may attend a trustee workshop in Decatur. A motion was made by Don Krebs and seconded by Dan Krechnyak to pay his expenses of \$133 plus mileage.

Paul Roseberry reviewed a letter from the Secretary of State regarding reductions in the Library budget.

KLS is making another overture to merge with Lewis and Clark Library System. (Previous discussions resulted in Lewis and Clark's desire to absorb, not merge with, KLS). KLS has requested that executive committees from each system meet with neutral facilitator. Board members would be excluded from the meeting.

KLS also sent a survey sheet regarding the possible merger. A motion was made by Don Krebs and seconded by Mary Niebruegge to send any Trustees who wish to attend and the Librarian to the KLS annual meeting and dinner.

Kevin Timmermann stopped in to talk to the Board. The need for a handicapped parking place for the Library was discussed.

Don Krebs discussed the annual picnic to be held Saturday, September 12 at North Side Park.

The typewriter needs repair. The cost will be checked and if reasonable, the repairs should be made.

The meeting was adjourned at 9:12 p.m. on a motion by Judie Piwaronas and seconded by Don Krebs.

The next meeting will be held September 12 at the park.

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Paul Roseberry, President

---

Kay Chawgo, Acting Secretary



*Minutes of October 6, 1992.*

*The meeting was called to order at 8:05 p.m. by President, Paul Roseberry.*

*Trustees present: Paul Roseberry, Mary Niebruegge, Dan Krechnyak, Kay Chawgo, Bill Berndsen, Mary Ann Shelton, and Jim Sprengel.*

*Trustees absent: Judie Piwaronas and Don Krebs.*

*Also Attending: Jan Thomas, Librarian.*

*The minutes of the previous meeting were approved as presented.*

*The Treasurer's report was presented. A motion to pay the bills was made by Bill Berndsen, and seconded by Dan Krechnyak. The motion was approved on a roll call vote.*

*President Roseberry reported on a meeting he had attended in Decatur. There were sessions on developing an effective Board of Trustees; developing programs to aid persons with disabilities; fund raising for libraries, and security systems for libraries.*

*The meeting adjourned at 8:52 p.m. on a motion by Kay Chawgo, and a second by Mary Niebruegge.*

*Next meeting November 3, 1992, 8:00 p.m.*

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*Paul Roseberry, President*

---

*Jim Sprengel, Secretary*



*Minutes of November 3, 1992.*

*The meeting was called to order at 8:05 p.m. by President, Paul Roseberry.*

*Trustees present: Paul Roseberry, Mary Niebruegge, Jim Sprengel, Mary Ann Shelton, Don Krebs, Judie Piwaronas.*

*Trustees absent: Kay Chawgo, Dan Krechnyak and Bill Berndsen.*

*Also attending: Jan Thomas, Librarian.*

*The minutes of the previous meeting were approved as presented.*

*The Treasurer's report was presented. A motion to pay the bills was made by Don Krebs, and seconded by Mary Niebruegge. The motion was approved on a roll call vote.*

*The Librarian's report was discussed.*

*The computer needs a new battery to power the memory component. It was reported by the librarian that Robert Ensley of KLS staff had died Nov. 2. The annual Christmas party was set for December 5, at 7:00 p.m. at the American Legion Hall in Breese.*

*The meeting adjourned at 9:00 p.m.*

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*Paul Roseberry, President*

---

*Jim Sprengel, Secretary*





Minutes of December 5, 1992.

The meeting was called to order at 8:39 p.m. by President, Paul Roseberry. The meeting was in the Breese American Legion Building.

Trustees present: Paul Roseberry, Mary Niebruegge, Jim Sprengel, Mary Ann Shelton, Don Krebs, Judie Piwaronas, Kay Chawgo, Dan Krechnyak and Bill Berndsen.

Trustees Absent: None

Also attending Jan Thomas, Librarian, Diane Holtgrave Assistant librarian, and Cel Tschannen.

Guests were: Spouses of Board members and employees, Mayor Don Maue and wife and Alderman Kevin Timmermann and wife.

The minutes of the previous meeting were approved as presented.

The Treasurer's report was presented. A motion to pay the bills was made by Kay Chawgo and seconded by Bill Berndsen. The motion was approved on a roll call vote.

Kevin Timmermann, chairman of City Council Library Committee announced that the City would pay the costs of the evening meal.

A motion was made to close the Library on December 26th, by Mary Ann Shelton and seconded by Kay Chawgo, motion carried.

A motion to adjourn the meeting was made by Don Krebs, and seconded by Dan Krechnyak. Motion carried. Meeting adjourned at 8:47 p.m.

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Paul Roseberry, President

---

Jim Sprengel, Secretary



*Minutes of January 5, 1993.*

*The meeting was called to order at 8:05 p.m. by President, Paul Roseberry.*

*Trustees Present: Paul Roseberry, Mary Niebruegge, Jim Sprengel, Mary Ann Shelton, Bill Berndsen, and Kay Chawgo.*

*Trustees Absent: Don Krebs, Judy Piwaronas.*

*Also attending: Jan Thomas, Librarian*

*The minutes of the previous meeting were approved as read.*

*The Treasurer's report was presented. A motion to pay the bills was made by Bill Berndsen and seconded by Kay Chawgo. Roll call vote unanimous in favor of paying bills.*

*Kay Chawgo volunteered to assume the position of Board Treasurer which has become vacant due to the death of Dan Krechnyak.*

*Discussion of library finances with Kevin Timmermann.*

*Meeting adjourned at 9:13 p.m. on a motion by Bill B. seconded by Jay C.*

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*Paul Roseberry, President*

---

*Jim Sprengel, Secretary*



*Minutes of February 2, 1993.*

*The Meeting was called to order at 8:03 P.M. by President, Paul Roseberry.*

*Trustees Present: Paul Roseberry, Mary Niebruegge, Jim Sprengel, Mary Ann Shelton, Bill Berndsen, Don Krebs, Kay Chawgo, and Joyce Krechnyak.*

*Trustees Absent: Judy Piwaronas.*

*Also attending: Jan Thomas*

*The board welcomed Joyce Krechnyak as a new member.*

*The minutes of the previous meeting were approved.*

*The treasurer's report was presented. A motion to pay the bills was made by Bill Berndsen, and seconded by Mary Niebruegge. Roll call vote unanimous in favor of paying bills.*

*There was a discussion concerning the possible merger of Lewis & Clark Library System and Kaskaskia Library System. There has been a series of discussions on details of reorganization of the two systems into a single library system.*

*Meeting adjourned at 8:50 p.m. on a motion by Jim Sprengel and a second by Kay Chawgo.*

*Paul Roseberry, President*

*Jim Sprengel, Secretary*



*Minutes of May 4, 1993.*

*The meeting was called to order at 8:00 P.M. by President Paul Roseberry.*

*Trustees present: Paul Roseberry, Kay Chawgo, Bill Berndsen, Mary Ann Shelton, Joyce Krechnyak, Mary Niebruegge, Jim Sprengel, & Don Krebs.*

*Trustees absent: Judi Piwaronas.*

*Also attending: Jan Thomas, Librarian*

*The minutes of the previous meeting were approved as presented.*

*Treasurer's report was presented. A motion by Kay Chawgo, seconded by Mary Niebruegge to pay the bills. Approved by a roll call vote.*

*The repair/replacement of the roof air conditioner was discussed. The City Council will act on this during its meeting. A motion to allow the City Council to proceed with the repair/replacement of the air conditioner was made by Kay Chawgo, second by Mary Niebruegge. Approved unanimously by roll call vote.*

*A motion to cooperate with City Council in remodeling of building to accommodate a new City Hall Building was made by Kay Chawgo, second by Mary Niebruegge. Roll call vote - motion carried. Abstaining, Don Krebs.*

*Motion to adjourn was made by Kay Chawgo, second by Mary Ann Shelton, motion approved at 8:35 P.M.*

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*Paul Roseberry, President*

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*Jim Sprengel, Secretary*





*Special Meeting of the Breese Library Board of Trustees.  
May 19, 1993.*

*The meeting was called to order at 8:00 p.m. by president, Paul Roseberry.*

*Trustees attending: Paul Roseberry, Bill Berndsen, Mary Niebruegge, Judi Piwaronas, Jim Sprengel, Joyce Krechnyak, and Mary Ann Shelton.*

*Trustees absent: Don Krebs, and Kay Chawgo.*

*Also attending: Jan Thomas, Librarian.*

*Paul discussed the purchase of a computer and accessories. The computer is available from the Kaskaskia Library System. The computer became available as a result of a "winning bid" submitted on Monday, May 17th.*

*A motion was made by Judi Piwaronas to purchase the computer package with funds available, seconded by Bill Berndsen. Roll call vote. Motion carried unanimously.*

*On a motion by Mary Ann Shelton, second by Joyce Krechnyak, meeting adjourned at 8:30 p.m.*

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*Paul Roseberry, President*

---

*Jim Sprengel, Secretary*



*Minutes of June 1, 1993.*

*The meeting was called to order at 8:03 p.m. by President, Paul Roseberry.*

*Trustees present: Paul Roseberry, Kay Chawgo, Bill Berndsen, Mary Ann Shelton, Joyce Krechnyak, Judi Piwaronas, Mary Niebruegge & Jim Sprengel.*

*Trustees absent: Don Krebs*

*Also attending: Jan Thomas, Librarian*

*Minutes of the previous meeting were approved as read.*

*Bills for the month were reviewed. On a motion by Bill Berndsen, seconded by Judi Piwaronas the motion was approved on a roll call vote.*

*A motion to retain the present officers in their respective position for the next year was made by Mary Niebruegge, seconded by Mary Ann Shelton and carried on a voice vote.*

*A motion to purchase a Treasurer's Bond from Werth Insurance Agency for \$105.00 a year was made by Bill Berndsen, second by Judi Piwaronas. Motion approved by roll call vote.*

*Jan reported on a meeting at Lewis & Clark Library System to familiarize local librarians with their program of service.*

*Meeting adjourned at 8:22 p.m. on a motion by Mary Ann Shelton, second Joyce Krechnyak.*

---

*Paul Roseberry, President*

---

*Jim Sprengel, Secretary*



*Minutes of July 6, 1993.*

*Meeting was called to order at 8:07 p.m. by President, Paul Roseberry.*

*Trustees present: Paul Roseberry, Mary Niebruegge, Mary Ann Shelton, Bill Berndsen, Judi Piwaronas, Don Krebs, Jim Sprengel & Kay Chawgo.*

*Trustees absent: Joyce Krechnyak*

*Also attending: Jan Thomas, Librarian.*

*Bills for the month were reviewed. A motion to pay the bills was made by Judi Piwaronas. second by Mary Ann Shelton. The motion was approved on a roll call vote.*

*A letter from Lewis & Clark Library System was reviewed by President Paul Roseberry.*

*A reporting form for ADA (Americans with Disabilities Act) was reviewed by the librarian.*

*A motion was made by Don Krebs & seconded by Judi Piwaronas to give a 3% raise to all library employees. Roll call vote passed unanimously.*

*Mary Ann Shelton made a motion to adjourn, second by Judi Piwaronas. Meeting adjourned at 8:50 P.M.*

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*Paul Roseberry, President*

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*Jim Sprengel, Secretary*



*Minutes of August 3, 1993.*

*The meeting was called to order at 8:04 P.M. by President, Paul Roseberry.*

*Trustees present: Paul Roseberry, Mary Niebruegge, Mary Ann Shelton, Judi Piwaronas, Joyce Krechnyak and Jim Sprengel.*

*Trustees absent: Don Krebs, Kay Chawgo and Bill Berndsen.*

*Also attending: Jan Thomas, Librarian.*

*Minutes of the previous meeting were approved as submitted.*

*Treasurers' report was presented. A motion to pay the bills was made by Judi Piwaronas, seconded by Mary Niebruegge. The motion carried on a unanimous roll call vote.*

*Roof conditions and the air conditioner were discussed.*

*A motion was made by Mary Ann Shelton and seconded by Judi Piwaronas to purchase a set of books from the Library of America as a memorial for Dan Krechnyak. The motion carried on a roll call vote.*

*Joyce Krechnyak made a motion to adjourn at 8:40 p.m. second by Mary Niebruegge.*

*Next Meeting September 7th at the park.*

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*Paul Roseberry, President*

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*Jim Sprengel, Secretary*





*Minutes of September 7, 1993.*

*The meeting was called to order at 8:03 P.M. by President, Paul Roseberry.*

*Trustees present: Paul Roseberry, Mary Ann Shelton, Joyce Krechnyak, Bill Berndsen, Jim Sprengel, and Kay Chawgo.*

*Trustees absent: Don Krebs, Mary Niebruegge, and Judi Piwaronas.*

*Also attending: Jan Thomas, Librarian*

*Minutes of the previous meeting were approved as submitted.*

*Treasurer's report was presented. A motion to pay the bills was made by Bill Berndsen, seconded by Joyce Krechnyak. The motion carried on a roll call vote.*

*President Roseberry presented a summary of the Library's financial picture for the past five years.*

*Joyce Krechnyak made a motion to adjourn at 8:42 P.M. second by Mary Ann Shelton.*

*Next meeting October 5, 1993.*

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*Paul Roseberry, President*

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*Jim Sprengel, Secretary*



Minutes of October 5, 1993.

The meeting was called to order at 8:05 p.m. by President Paul Roseberry.

Trustees present: Paul Roseberry, Bill Berndsen, Mary Niebruegge, Don Krebs, Joyce Krechnyak, Mary Ann Shelton, and Kay Chawgo.

Trustees absent: Jim Sprengel and Judi Piwaronas.

Also attending: Jan Thomas, Librarian.

The minutes of the previous meeting were approved as submitted.

The treasurer's report was presented. A motion was made by Bill Berndsen and seconded by Mary Niebruegge to pay the bills. The motion was approved by a roll call vote.

Alderman Kevin Timmermann arrived and discussed the Library's lack of funds. He will talk to the county treasurer about raising taxes and to the city about using T.I.F. funds. A special meeting will be scheduled with the city after the annual audit report is received. The President will also go back through past budgets, audits, and treasurer's reports to present figures to the city. He will also check with other small towns to compare automation. Breese cannot keep up with technology without additional funding.

A motion was made by Don Krebs and seconded by Bill Berndsen to adjourn. The meeting adjourned at 8:50p.m.

The next meeting will be Tuesday, November 2, 1993.

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Paul Roseberry, President

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Kay Chawgo, Acting Secretary



*Minutes of February 1, 1994.*

*The meeting was called to order at 8:04 p.m. by President Paul Roseberry.*

*Trustees present: Paul Roseberry, Mary Niebruegge, Bill Berndsen, Joyce Krechnyak, Jim Sprengel, Mary Ann Shelton, and Kay Chawgo.*

*Trustees absent: Don Krebs, and Judy Piwaronas.*

*Also attending: Jan Thomas, Librarian.*

*The minutes of the previous meeting were approved as presented.*

*A motion was made by Joyce Krechnyak, and seconded by Bill Berndsen to pay the bills. The motion was approved by a roll-call vote.*

*The president discussed forming a committee to plan a budget to submit to the City Council in April. He called for volunteers for the committee. Volunteers are Kay Chawgo, Bill Berndsen, Joyce Krechnyak, Paul Roseberry. Bill Bendsen agreed to act as chairperson.*

*A motion was made by Bill Berndsen, and seconded by Mary Ann Shelton to adjourn. The meeting adjourned at 8:26 p.m.*

*Next meeting March 8, 1994.*

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*Paul Roseberry, President*

---

*Jim Sprengel, Secretary*



*Minutes of April 5, 1994.*

*The meeting was called to order at 8:03 p.m. by President Paul Roseberry.*

*Trustees present: Paul Roseberry, Mary Ann Shelton, Mary Niebruegge, Bill Berndsen, Don Krebs, Jim Sprengel, Judi Piwaronas and Joyce Krechnyak.*

*Trustees Absent: Kay Chawgo.*

*The minutes of the previous meeting were approved as presented.*

*A motion was made by Mary Niebruegge and seconded by Judi Piwaronas to pay the bills. Motion carried on a roll call vote.*

*The librarian's report was reviewed.*

*Mary Ann Shelton made a motion to purchase a VHS player, second by Joyce Krechnyak. Roll call vote approved unanimously.*

*Applications for a replacement for part-time library clerk were reviewed by the board.*

*It was decided to hold our next regular meeting at the Hanover Star at 7:00 p.m. on May 3rd.*

*A motion to adjourn was made by Bill Berndsen, and seconded by Joyce Krechnyak. Meeting adjourned at 8:49 p.m.*

---

*Paul Roseberry, President*

---

*Jim Sprengel, Secretary*





*Minutes of May 3, 1994*

*The meeting was called to order at 8:00 p.m. by Vice president, Bill Berndsen.*

*Trustees present: Bill Berndsen, Jim Sprengel, Kay Chawgo, Judi Piwaronas, Joyce Krechnyak, and Mary Niebruegge.*

*Trustees absent: Mary Ann Shelton, Paul Roseberry, and Don Krebs.*

*Also attending: Jan Thomas, Librarian.*

*The minutes of the previous meeting were approved as read.*

*Treasurer's report was presented. A motion was made by Joyce Krechnyak, and seconded by Kay Chawgo to pay the bills. Motion carried on a roll call vote.*

*The librarian's report was reviewed.*

*Judi Piwaronas made a motion to continue the present officers for the following year by acclamation, seconded by Mary Niebruegge. Motion carried by roll call vote.*

*Marietta Kuhl was employed as of May 2, 1994, as part-time employee to replace Cel Tschannen who resigned as of May 1, 1994.*

*The Junior Woman's Club will buy an Ellison Letter machine to be housed at the library for teachers, librarians, etc. to use.*

*The board approved a KICK program, Spanish for Fun, to be held at the Library. It will run for two weeks, starting July 11-22nd from 11:00 a.m. to 1:00 p.m. on MWF for ages 8-12. A maximum of 15 children will be accepted.*

*We received a check from State Farm Insurance for reimbursement for the broken glass in the back door of the library.*

*A motion to adjourn was made by Kay Chawgo, and seconded by Mary Niebruegge. Meeting adjourned at 8:24 p.m.*

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*Bill Berndsen, Vice President*

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*Jim Sprengel, Secretary*



*Minutes of July 5, 1994.*

*The meeting was called to order at 8:03 p.m. by President Paul Roseberry.*

*Trustees present: Paul Roseberry, Bill Berndsen, Mary Niebruegge, Jim Sprengel, Kay Chawgo, Don Krebs, Mary Ann Shelton and Joyce Krechnyak.*

*Trustees absent: Judi Piwaronas.*

*Also attending: Jan Thomas, Librarian*

*The minutes of the previous meeting were approved as read.*

*Treasurer's report was presented. A motion to pay the bills was made by Mary Niebruegge, and seconded by Mary Ann Shelton. Motion carried on a roll call vote.*

*The Librarian's report was reviewed.*

*The office typewriter was discussed again. It was decided that no more repairs would be attempted.*

*A fall picnic on September 6 was discussed as a tentative plan.*

*A motion was made by Don Krebs to set the salary base at \$4.75, with a 4% salary increase for the librarian and assistant librarian. The motion was seconded by Joyce Krechnyak. Motion carried unanimously on a roll call vote.*

*A motion to adjourn was made by Mary Ann Shelton, seconded by Don Krebs.*

*Meeting adjourned at 8:44 p.m.*

*Next meeting August 2, 1994.*

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*Paul Roseberry, President*

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*Jim Sprengel, Secretary*



## BREESE PUBLIC LIBRARY

Minutes of August 2, 1994.

The meeting was called to order at 8:05 p.m. by President Paul Roseberry.

Trustees present: Paul Roseberry, Mary Ann Shelton, Mary Niebruegge, Judie Piwaronas, and Kay Chawgo.

Trustees absent: Bill Berndsen, Jim Sprengel, Don Krebs, and Joyce Krechnyak.

Also attending: Jan Thomas, Librarian.

The minutes of the previous meeting were approved as read.

The treasurer's report was presented. A motion to pay the bills was made by Judie Piwaronas and seconded by Mary Ann Shelton. Motion was carried on a roll call vote.

The Library has received \$17,000 as the first installment of real estate taxes. The total amount will be \$32,710.06. The second installment is due after September 10.

The Librarian's report was presented.

The Library received an Apple II computer which was donated by Jan Thomas' brother in Denver, Colorado. It needs to be set up before use.

Ordinance #803 of the City of Breese was discussed. According to it, the city appropriated \$81,000 for use of the Library. However, the Library only received \$41,000.

The typewriter is still working after a readjustment.

Paul Roseberry has been appointed a member of the Lewis and Clark Library System Board.



*Minutes of September 10, 1994.*

*The meeting was called to order at 8:12 p.m. by President, Paul Roseberry.*

*Trustees present: Paul Roseberry, Mary Ann Shelton, Mary Niebruegge, Judi Piwaronas, Jim Sprengel, Kay Chawgo, Joyce Krechnyak, Bill Berndsen, and Don Krebs.*

*Trustees absent: none*

*Also attending Jan Thomas, Librarian; Diane Holtgrave, Assistant Librarian, Don Maue, Mayor; and spouses of the board members, librarians and mayor.*

*Minutes were approved as submitted.*

*Bill Berndsen made a motion to pay the bills and Don Krebs seconded. Motion was approved on a roll call vote.*

*The librarians report was discussed.*

*The Ellison machine is now available for use at the Library. It was donated by the Breese Junior Women's Club.*

*Motion to adjourn was made by Judi Piwaronas, and seconded by Kay Chawgo. Motion carried.*

*Meeting adjourned at 8:20 p.m.*

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*Paul Roseberry, President*

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*Jim Sprengel, Secretary*





Minutes of October 4, 1994.

Meeting was called to order at 8:08 p.m. by President, Paul Roseberry.

Trustees present: Paul Roseberry, Mary Ann Shelton, Mary Niebruegge, Judi Piwaronas, Jim Sprengel, and Joyce Krechnyak.

Trustees absent: Bill Berndsen, Don Krebs, and Kay Chawgo.

Also Attending: Jan Thomas, Librarian.

Minutes of the previous meeting were approved as submitted.

Treasurer's report was presented. A motion to pay the bills was made by Joyce Krechnyak and seconded by Judi Piwaronas. Motion carried on a roll call vote.

Librarian's report was discussed.

Motion to adjourn was made by Judi Piwaronas, and seconded by Mary Niebruegge.

Meeting adjourned at 8:41 p.m.

Next meeting November 1, 1994.

Paul Roseberry, President

Jim Sprengel, Secretary

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*Minutes of November 1, 1994.*

*The meeting was called to order at 8:00 p.m. by President, Paul Roseberry.*

*Trustees present: Paul Roseberry, Mary Ann Shelton, Mary Niebruegge, Jim Sprengel, Don Krebs, Judi Piwaronas, Bill Berndsen.*

*Trustees absent: Joyce Krechnyak.*

*Also attending: Jan Thomas, Librarian.*

*Minutes of the previous meeting were approved as submitted.*

*Treasurer's report was presented. A motion to pay the bills was made by Bill Berndsen, and seconded by Mary Niebruegge. Motion carried on a roll call vote.*

*Librarian's report was discussed.*

*The annual audit was reviewed.*

*Kay Chawgo entered the meeting at 8:33 p.m.*

*Motion to purchase the software "Word Perfect" was made by Bill Berndsen, and seconded by Kay Chawgo. Motion carried on a roll call vote.*

*It was decided to have the Christmas Party on December 3, 1994 at Hanover Star at 7:00 p.m.*

*Mary Ann Shelton made a motion to adjourn, seconded by Kay Chawgo, and approved by voice vote.*

*Meeting adjourned at 8:50 p.m.*

---

*Paul Roseberry, President*

---

*Jim Sprengel, Secretary*



Minutes of February 7, 1995.

The meeting was called to order by President, Paul Roseberry at 8:00 p.m.

Trustees present: Paul Roseberry, Judie Piwaronas, Mary Ann Shelton, Jim Sprengel, Mary Niebruegge, Bill Berndsen, and Kay Chawgo.

Trustees absent: Don Krebs & Joyce Krechnyak.

Also attending: Librarian, Jan Thomas.

Minutes of the previous meeting were corrected to read, Treasurer's report was approved on a motion by Bill Berndsen, second by Mary Niebruegge, and approved on a roll call vote, and Kay Chawgo made a motion to have the drum on the copier replaced, second by Bill Berndsen. Motion approved on a roll call vote.

The Treasurer's Report was reviewed, and on a motion by Bill Berndsen and second by Judie Piwaronas. Motion approved on a roll call vote.

President Roseberry discussed problems with the furnace. It shuts down when gas pressure is low. Weeke was called to correct this problem.

A discussion was held on budgeting for the operation of the library for the year.

The meeting adjourned at 8:30 p.m. on a motion by Bill Berndsen, second by Kay Chawgo and voice vote.

---

Paul Roseberry, President

---

Jim Sprengel, Secretary



*Special Meeting May 9, 1995.*

*The meeting was called to order at 7:57 p.m. by President Paul Roseberry.*

*Trustees present: Paul Roseberry, Bill Berndsen, Joyce Krechnyak, Mary Niebruegge, Mary Ann Shelton, Don Krebs, Kay Chawgo, and Jim Sprengel.*

*Trustees absent: Judie Piwaronas.*

*The president reviewed the situation concerning a special grant project for a computer program through the Lewis & Clark Library System. No action was taken.*

*Meeting adjourned at 8:25 p.m.*

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*Paul Roseberry, President*

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*Jim Sprengel, Secretary*





Minutes of June 6, 1995.

The meeting was called to order by President, Paul Roseberry at 8:05 p.m.

Trustees present: Judi Piwaronas, Mary Ann Shelton, Jim Sprengel, Joyce Krechnyak, Bill Berndsen, Mary Niebruegge, and Paul Roseberry.

Trustees absent: Don Krebs and Kay Chawgo.

Also attending: Jan Thomas Librarian.

Minutes of the previous meetings were approved as read (5/2 & 5/9-95)

Treasurer's report was reviewed and on a motion by Bill Berndsen, and seconded by Joyce Krechnyak, approved on a roll call vote.

The Librarian's report was reviewed.

The board reviewed the mission statement and selected roles and made modifications and redirections for the current planning cycle. Also discussed the profile of special populations served for the current per capita grant.

It was decided to table the purchase the purchase of the Breese Journal on micro-film and a reader until a later date.

The meeting adjourned at 9:12 p.m. on a motion by Bill Berndsen, second by Judi Piwaronas. Motion approved on a voice vote.

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Paul Roseberry, President

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Jim Sprengel, Secretary



Minutes of August 1, 1995.

The meeting was called to order at 8:00 p.m. by President, Paul Roseberry.

Trustees present: Paul Roseberry, Mary Niebruegge, Mary Ann Shelton, Jim Sprengel, Judi Piwaronas, Bill Berndsen, Joyce Krechnyak, Don Krebs and Kay Chawgo.

Trustees absent: None

Minutes of the previous meeting were approved as submitted.

Treasurer's report was reviewed, and on a motion by Mary Niebruegge and a second by Joyce Krechnyak, approved on a roll call vote.

The Librarian's report was reviewed.

A resolution was approved that the President and Treasurer will be the signatures for all checks issued by the Breese Public Library. The resolution was approved on a roll call vote.

A motion was made to change the salary schedule to four ratings. ie, Clerk, Clerk II, Assistant Librarian, Librarian. Motion by Bill Berndsen, second by Kay Chawgo, approved by voice vote.

The beginning salary for clerk will be \$4.75. The beginning salary for Clerk II \$6.00. A cost of living increase for the 1995-96 year will be 4% for assistant librarian and librarian. Motion by Don Krebs, second by Bill Berndsen. A roll call vote approved this motion.

Motion made by Joyce Krechnyak and seconded by Don Krebs to adjourn. Meeting adjourned at 9:00 p.m.

Paul Roseberry, President

Jim Sprengel, Secretary



SECRETARY'S REPORT

*Minutes of September 5, 1995.*

*The meeting was called to order at 8:00 p.m. by President, Paul Roseberry.*

*Trustees present: Paul Roseberry, Mary Niebruegge, Jim Sprengel, Bill Berndsen, Joyce Krechnyak, Kay Chawgo, Judi Piwaronas, and Mary Ann Shelton.*

*Trustees absent: Don Krebs.*

*Also attending Librarian Jan Thomas.*

*Minutes of the previous meeting were corrected to have per hour attached to the Clerk and Clerk II pay rates.*

*Treasurer's report was reviewed and on a motion by Bill Berndsen and a second by Judi Piwaronas, and approved on a roll call vote.*

*The Librarian's report was reviewed.*

*A decision was made to plan a picnic for the Board on October 3, beginning at approximately 6:30 p.m., at the Jaycee Park.*

*Motion by Kay Chawgo and second by Joyce Krechnyak to adjourn. Meeting adjourned at 8:45 p.m.*

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*Paul Roseberry, President*

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*Jim Sprengel, Secretary*



## SECRETARY'S REPORT

Minutes of October 3, 1995.

The meeting was called to order at approximately 8:00 p.m. at Jaycee Park by President Paul Roseberry.

Trustees present: Paul Roseberry, Mary Ann Shelton, Mary Niebruegge, Judie Piwaronas, Bill Berndsen, Joyce Krechnyak, and Kay Chawgo.

Trustees absent: Don Krebs and Jim Sprengel.

Also attending: Librarian Jan Thomas, Mr. and Mrs. Marvin Schulte, and the spouses of trustees.

Minutes of the previous meeting were approved as written.

Treasurer's report was approved by a roll call vote after a motion made by Mary Niebruegge and seconded by Joyce Krechnyak.

The Librarian's report and the list of new books were reviewed. The Librarian noted that the Library is used, but few books are checked out.

A notice was received from the Illinois State Library regarding a multi-media computer grant program. If approved, the Library would receive a Pentium computer and CDROM, but would have to purchase its own printer. The application must be returned by October 31, 1995.

OnLine 95 Conference, an exposition on computers, will be held at the Palmer House in Chicago on October 30.

Judie Piwaronas mentioned the Life Line program for retired Librarian Alice Osborne which Trustees have been supporting during the past year. The cost is \$15.50 a month and Trustees have been taking turns paying the monthly costs. The Board expressed its continued support.

Bill Berndsen and Paul Roseberry were complimented on another excellent picnic.

A motion was made by Bill Berndsen and seconded by Mary Ann Shelton to adjourn. Meeting adjourned at approximately 8:30 p.m.

Paul Roseberry, President

Kay Chawgo, Acting Secretary





# *SECRETARY'S REPORT*

*Minutes of November 7, 1995.*

*The meeting was called to order at 8:05 p.m. by President Paul Roseberry.*

*Trustees present: Paul Roseberry, Mary Ann Shelton, Mary Niebruegge, Bill Berndsen, Don Krebs, Judi Piwaronas, Kay Chawgo, & Jim Sprengel.*

*Trustees absent: Joyce Krechnyak.*

*Also attending: Librarian Jan Thomas.*

*Minutes of the previous meeting were approved as submitted.*

*Treasurer's report was approved on a motion by Kay Chawgo and a second by Bill Berndsen with a roll call vote.*

*The Librarian's report was reviewed. A letter was received from the Breese Junior Woman's Club along with a check for \$50.00 thanking the library for laminating and the help given for Story Hour.*

*It was decided to plan a Christmas Party for the Board for December 9th at Cafe 50 Restaurant.*

*A motion to adjourn was made by Mary Ann Shelton, second by Kay Chawgo. Meeting adjourned at 8:35 p.m.*

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*Paul Roseberry, President*

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*Jim Sprengel, Secretary*



Minutes of February 6, 1996.

The meeting was called to order at 8:04 p.m. by President Paul Roseberry

Trustees present: Paul Roseberry, Mary Ann Shelton, Bill Berndsen, Mary Niebruegge, Judie Piwaronas, Joyce Krechnyak and Kay Chawgo.

Trustees absent: Jim Sprengel and Don Krebs.

Also present: Librarian Jan Thomas.

The minutes of the previous meeting were approved as written.

The treasurer's report was reviewed. An unupdated version of PROCOMM Plus was purchased at a cost of \$84.99. The bills were paid on a motion by Mary ANN Shelton and seconded by Joyce Krechnyak.

Marge Winkeler has been hired as the new library clerk.

The librarian's report was reviewed. Some categories are down. Schools are now ordering their own books.

The door closer has been repaired and weather stripping improved at a cost of \$150.

An invitation to Business After Hours at the Lewis and Clark System was read. It will be held Tuesday, March 19, 1996 from 5:00 to 7:00 p.m. in an effort to improve networking partnerships. A R.S.V.P. is requested by March 12.

Internet access was discussed. The cost of approximately \$300-\$400 a month is still too high. The feeling is that few patrons will use the service. The Library's first priority is the purchase of books. Paul will check with Dennis Sievers at Central about a possible coop with area schools.

Paul Roseberry is serving on a Regional Library Planning Panel. The committee is an effort by Secretary of State George Ryan to bring Library services to everyone in the State of Illinois.

The meeting was adjourned at 8:45 p.m. on a motion made by Judie Piwaronas and seconded by Mary Niebruegge.

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Paul Roseberry, President

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Kay Chawgo, Acting Secretary



Minutes of March 5, 1996.

The meeting was called to order at 8:05 p.m. by President Paul Roseberry.

Trustees present: Paul Roseberry, Mary Ann Shelton, Mary Niebruegge, Joyce Krechnyak, and Kay Chawgo.

Trustees absent: Judie Piwaronas, Bill Berndsen, Jim Sprengel, and Don Krebs.

The minutes of the previous meeting were approved as written.

The treasurer's report was reviewed. The bills were paid by roll call vote on a motion made by Joyce Krechnyak and seconded by Mary Ann Shelton.

The librarian's report was discussed. The computer from the state has not yet arrived. The Library will have to buy a printer. The President is looking into the use of TIF funds for the purchase.

The Lewis and Clark System has an opening for an At-large Public Library representative. No one expressed an interest.

Lewis and Clark distributed the First Library Legislation Update which was reviewed by the Trustees.

Fred Pryor Seminars is holding an Internet Seminar at the cost of \$79.

Paul Roseberry discussed Internet Systems. Midwest Internet has a business system with safety measures for screening access for children at a cost of \$35 per month (200 hours). The Library will need another telephone line if it adds an Internet System.

The meeting was adjourned at 8:35 p.m. on a motion made by Mary Ann Shelton and seconded by Mary Niebruegge.

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Paul Roseberry, President

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Kay Chawgo, Acting Secretary



Minutes of April 2, 1996.

The meeting was called to order at 8:05 p.m. by President Paul Roseberry.

Trustees present: Paul Roseberry, Mary Niebruegge, Bill Berndsen, Judie Piwaronas, Mary Ann Shelton, and Kay Chawgo.

Trustees absent: Joyce Krechnyak, Jim Sprengel, and Don Krebs.

Also Present: Jan Thomas, Librarian.

The new computer from the State of Illinois was examined. A new printer was purchased with T.I.F. funds from the City of Breese. Curt Weh, who sold the printer, donated an CD Atlas as well as headphones and speakers.

The minutes of the previous meeting were approved as written.

The treasurer's report was reviewed. The bills were paid by a roll call vote on a motion made by Mary Niebruegge and seconded by Bill Berndsen.

The Librarian's report was presented.

Jan Thomas asked approval for the purchase of 500 'I Love My Library' plastic bags. The board approved the cost of \$80.

A ballot for the election of a board member for the Lewis and Clark Board of Directors was examined. The nominees were Ronald Coleman of Granite City and Josephine Riley of East St. Louis. The Board members were polled and approved the selection of Ronald Coleman.

The meeting was adjourned at 8:55 p.m. on a motion made by Mary Ann Shelton and seconded by Judie Piwaronas.

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Paul Roseberry, President

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Kay Chawgo, Acting Secretary





Minutes of May 7, 1996.

The meeting was called to order at 8:01 p.m. by President Paul Roseberry.

Trustees present: Paul Roseberry, Judi Piwaronas, Mary Ann Shelton, Kay Chawgo, Mary Niebruegge, Jim Sprengel, and Joyce Krechenyak.

Trustees absent: Bill Berndsen, and Don Krebs.

Also present: Jan Thomas, Librarian.

The minutes of the previous meeting were approved as submitted.

The Treasurer's report was reviewed. The bills were approved on a motion by Judi P. and a second by Kay C. A Roll call vote approved the motion.

The Librarian's report was reviewed.

A motion was made by Kay Chawgo, second by Judi Piwaronas to purchase a modem for the computer from Midwest Internet, plus a dedicated phone line for the computer to access the Internet. Motion approved on a roll call vote.

Kay Chawgo made a motion seconded by Judy Piwaronas to re-elect the present slate of officers to an annual term of one year. Motion approved by unanimous acclamation of members present.

The annual report to the State Library was reveiwd and approved.

The meeting was adjourned at 8:55 p.m. on a motion by Kay Chawgo, and a second by Mary Ann Shelton.

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Paul Roseberry, President

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Jim Sprengel, Secretary



Minutes of June 4, 1996.

The meeting was called to order at 8:02 p.m., by President, Paul Roseberry.

Trustees present: Judi Piwaronas, Mary Ann Shelton, Jim Sprengel, Don Krebs, Bill Berndsen, Mary Niebruegge, and Paul Roseberry.

Trustees absent: Kay Chawgo, & Joyce Krechnyak.

Also Present: Jan Thomas, Librarian.

The minutes of the previous meeting were approved as read.

The Treasurer's report was reviewed. The bills were approved on a motion by Bill Berndsen and second by Judi Piwaronas. A roll call vote approved the motion.

The Librarian's report was reviewed.

The possible purchase of a microfilm reader-printer with funds from the Breese Journal and the Optimist Club was discussed. A decision was made to study and review possible machines and purchase options.

The summer youth employment program will be held again this year. Patty Haake will be working at the library from June 24 thru August 9.

It was decided to schedule a picnic for the next regular meeting (July 2) to be held at the Jaycee Park at 6:30 p.m. Don Krebs and Jim Sprengel will be in charge.

Meeting adjourned at 8:55 p.m. on a motion by Mary Niebruegge, second Bill Berndsen.

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Paul Roseberry, President

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Jim Sprengel, Secretary



SECRETARY'S REPORT

Minutes of August 5, 1996.

The meeting was called to order at 8:15 p.m. by President, Paul Roseberry.

Trustees present: Paul Roseberry, Judi Piwaronas, Jim Sprengel, Bill Berndsen, Kay Chawgo, Mary Niebruegge, and Don Krebs.

Trustees absent: Joyce Krechnyak, and Mary Ann Shelton.

Also present: Jan Thomas, Librarian.

The minutes of the previous meeting were approved as submitted.

The Treasurer's report was reviewed. The bills were approved on a motion by Bill Berndsen, and a second by Kay Chawgo. A roll call vote unanimously approved the motion.

The Librarian's report was reviewed.

A motion was made by Kay Chawgo, and seconded by Judi Piwaronas to participate in a \$10,000.00 grant for computer automation sponsored by the Illinois State Library. The motion was approved unanimously by a roll call vote of members present.

Meeting adjourned at 8:37 p.m. on a motion by Judi Piwaronas and a second by Kay Chawgo.

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Paul Roseberry, President

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Jim Sprengel, Secretary



BREESE PUBLIC LIBRARY PAY SCALE  
EFFECTIVE JULY 1, 1996

LENGTH OF SERVICE IN POSITION (IN YEARS)	:	ASSISTANT			
		CLERK	CLERK II	LIBRARIAN	LIBRARIAN
LESS THAN 1	:	\$4.75	\$6.00	\$7.20	\$8.35
MORE THAN 1 BUT LESS THAN 2	:	\$4.91	\$6.20	\$7.43	\$8.62
MORE THAN 2 BUT LESS THAN 3	:	\$5.07	\$6.40	\$7.68	\$8.91
MORE THAN 3 BUT LESS THAN 5	:	\$5.23	\$6.61	\$7.92	\$9.19
MORE THAN 5 BUT LESS THAN 7	:	\$5.39	\$6.81	\$8.15	\$9.47
MORE THAN 7 BUT LESS THAN 9	:	\$5.55	\$7.01	\$8.40	\$9.76
MORE THAN 9 BUT LESS THAN 12	:	\$5.70	\$7.21	\$8.64	\$10.03
MORE THAN 12 BUT LESS THAN 15	:	\$5.86	\$7.41	\$8.88	\$10.31
MORE THAN 15 BUT LESS THAN 18	:	\$6.03	\$7.62	\$9.13	\$10.60
MORE THAN 18 BUT LESS THAN 21	:	\$6.20	\$7.83	\$9.38	\$10.90
MORE THAN 21	:	\$6.39	\$8.06	\$9.66	\$11.22

The librarian and assistant librarian are to be scheduled approximately 30 hours per week.

The board of directors is to consider a cost-of-living increase each year to become effective July 1.

The above scale approved September 3, 1996.





## SECRETARY'S REPORT

Minutes of December 15, 1996.

The meeting was held at Cafe 50.

President, Paul Roseberry called the meeting to order at 8:40 p.m.

Trustees present: Paul Roseberry, Bill Berndsen, Kay Chawgo, Mary Ann Shelton, Judi Piwaronas, Joyce Krechnyak, Mary Niebruegge, Jim Sprengel, and Don Krebs.

Trustees absent: none

Also attending: Mayor Don Maue, Kevin Timmerman, Alderman, Jan Thomas, Librarian, Diane Holtgrave, Assistant, Marge Winkeler, Clerk, Marvin & Jane Schulte, Custodians, and spouses of above mentioned.

The minutes of the previous meeting were approved as submitted.

A motion to pay the bills was made by Kay Chawgo, and seconded by Bill Berndsen. Motion carried on a roll call vote.

The librarian's report was reviewed.

The meeting adjourned at 8:50 p.m.

Next meeting January 7, 1997 at the Library.

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Paul Roseberry, President

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Jim Sprengel, Secretary



## SECRETARY'S REPORT

Minutes of January 7, 1997.

The meeting was called to order at 8:15 p.m. by President Paul Roseberry.

Trustees present: Mary Niebruegge, Mary Ann Shelton, Judi Piwaronas, Paul Roseberry, and Kay Chawgo.

Trustees absent: Bill Berndsen, Don Krebs, Joyce Krechnyak, and Jim Sprengel.

The minutes of the previous meeting were approved as read.

Treasurers report was presented and a motion to pay the bills was made by Kay C. and seconded by Mary N. Motion approved on a roll call vote.

Librarians report was reviewed.

A motion was made by Mary N. & seconded by Kay C to buy a simulated security camera to install in the front foyer of the library. Motion approved on a roll call vote.

A discussion was held on installing a fire-proof liner in the book drop. Paul said he would check on this and report at next meeting.

Mary Ann Shelton made a motion to purchase a Sam's card for purchasing books, copy paper and office supplies. Kay C. seconded, motion approved on a roll call vote.

Standards for Illinois Public Library - Serving our Public was discussed. Will start reviewing chapter by chapter in upcoming meetings for per capita grant.

Per capita money was received in the amount of \$4,458.75.

Kevin Timmermann entered the meeting and asked Jan to get bids from three different companies for a new photocopy machine which the city will pay for after reviewing the bids.

The meeting adjourned at 9:25 on a motion by Mary Niebruegge, seconded by Kay Chawgo.

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Paul Roseberry, President

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Judi Piwaronas, Acting Secretary



## SECRETARY'S REPORT

Minutes of February 4, 1997

The meeting was called to order at 8:15p.m. by President Paul Roseberry.

Trustees present: Bill Berndsen, Joyce Krechnyak, Mary Niebruegge, Paul Roseberry, Mary Ann Shelton, and Kay Chawgo.

Trustees absent: Don Krebs, Judi Piwaronas, and Jim Sprengel.

The minutes of the previous meeting were approved as written.

The treasurer's report was presented. A motion to pay the bills was made by Bill Berndsen, seconded by Joyce Krechnyak, and approved by a roll call vote.

The City of Breese is to pay on-line bills. No bills have yet been received for the 56K line or Gatenet Service.

The Librarian's report was reviewed.

The simulated security camera was returned because it was too unrealistic. A fireproof liner for the book drop has not yet be priced.

A new copier has been purchased for the Library by the City. The Library will have to pay any maintenance agreement. The warranty will have to be checked before purchasing such an agreement.

New library cards were discussed. A small laminator can be purchased for about \$50. It will cost approximately 10 cents to laminate each new card. The Breese Journal will print 5000 cards (gray with green print) for about \$75. Each card will need an expiration date (3 years), a bar code, and the signature of the applicant. It was decided to allow children to sign their own cards.

The Library staff has completed bar-coding 20,000 books. More bar codes have been ordered.



## SECRETARY'S REPORT

Minutes of March 4, 1997.

The meeting was called to order at 8:10 p.m. by President Paul Roseberry.

Trustees present: Bill Berndsen, Mary Niebruegge, Judie Piwaronas, Paul Roseberry, and Mary Ann Shelton.

Trustees absent: Kay Chawgo, Don Krebs, Joyce Krechnyak, and Jim Sprengel.

The minutes of the previous meeting were approved as written.

the Treasurer's report was presented. A motion to pay the bills was made by Bill, and seconded by Mary N., and approved by a unanimous roll call vote.

The Librarian's report was reviewed.

A Copy of the new library cards was shown.

Paul was unable to purchase a laminator from Office Max and will order one from Reliable.

Two different options were discussed for book drop. A Metal liner or a smoke detector that automatically dials 911. no final decision was made.

Super valu receipts were turned in. The library collected enough to receive \$500.00.

Standards for Illinois Public Libraries were reviewed.

Mary Ann S. made a motion to adjourn. Bill seconded.  
Meeting adjourned at 9:00 p.m.

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Paul Roseberry, President

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Judie Piwaronas, Acting Secretary





## SECRETARY'S REPORT

Minutes of April 1, 1997.

The meeting was called to order at 8:10 P.M. by Bill Berndsen, Vice-President.

Trustees present: Don Krebs, Mary Niebruegge, Bill Berndsen, Jim Sprengel, Mary Ann Shelton, Kay Chawgo, and Judie Piwaronas.

Trustees absent: Joyce Krechnyak, and Paul Roseberry.

Also attending: Jan Thomas, Librarian

The minutes of the previous meeting were approved as presented.

The Treasurer's Report was reviewed. The bills were approved on a motion by Judie Piwaronas and a second by Kay Chawgo. The motion was approved on a roll call vote.

The Librarian's report was reviewed. Jan stated that the library began circulating on line April 1st. Several Librarians from the system came to help out during the first week so the transition went smoothly. The first day we routed out 86 items. On the May Librarians report we will chart our route ins and route outs as well as computer and internet usage.

Paul Kauling from the Department of Public Aid would like to place a worker at the library. The board approved this on a trial basis.

A ballot was passed around for the election of members from the Lewis & Clark System Board of Directors. Paul Roseberry is a candidate for Public Libraries under 15,000. The vote was cast and the ballot returned to the system.

Election of officers for the Breese Library Board will be held in May.

Meeting adjourned at 8:45 P.M. on a motion by Don Krebs and a second by Mary Ann Shelton. Motion approved by a unanimous vote.

Next meeting May 6, 1997.

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Bill Berndsen, Vice-President

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Jim Sprengel, Secretary



## **Secretary's Report**

**Minutes of May 6, 1997.**

**Meeting called to order at 8:03 p.m. by President Paul Roseberry.**

**Trustees present: Paul Roseberry, Bill Berndsen, Mary Niebruegge, Joyce Krechnyak, Mary Ann Shelton, Kaye Chawgo, Judi Piwaronas and Jim Sprengel.**

**Trustees absent: Don Krebs**

**Also attending: Jan Thomas, Librarian**

**The minutes of the previous meeting were corrected to add that Bill Berndsen appointed a committee to choose officers for the next year. Those appointed were Kay Chawgo, Judi Piwaronas, and Jim Sprengel.**

**The Treasurer's report was reviewed. The bills were approved for payment on a motion by Joyce Krechnyak, and a second by Judi Piwaronas. The motion was approved on a roll call vote.**

**Kay Chawgo made a motion to pay the cost of a class plus materials needed for Microsoft Office for the training of one the the Library's employees. A second was made by Mary Niebruegge, motion approved.**

**Kay Chawgo made a motion, Joyce Krechnyak seconded, to have the carpet of the library cleaned and treated with scotch guard by Warren Richter. Motion carried on a roll call vote.**

**Kay Chawgo made a motion to re-elect the present officers for the next year of service. Mary Niebruegge seconded the motion. The election of officers was approved on a voice vote.**

**The board reviewed more core standards and also the Disaster Plan for the per-capita grant.**

**The meeting was adjourned at 8:56 p.m. on a motion by Mary Ann Shelton, and a second by Kay Chawgo. Motion carried on a voice vote.**

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**Paul Roseberry, President**

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**Jim Sprengel, Secretary**



## Secretary's Report

Minutes of June 3, 1997.

Meeting was called to order at 8:03 P.M., by President Paul Roseberry.

Trustees present: Paul Roseberry, Bill Berndsen, Mary Niebruegge, Judi Piwaronas, Jim Sprengel, Mary Ann Shelton, and Kay Chawgo.

Trustees absent: Don Krebs, and Joyce Krechnyak.

Also attending: Jan Thomas, Librarian.

The minutes of the previous meeting were approved as submitted.

The treasurer's report was reviewed. The bills were approved for payment on a motion by Bill Berndsen, and a second by Judi Piwaronas. The motion was approved on a roll call vote.

The Librarian's report was reviewed.

The meeting adjourned at 8:40 p.m.

Next meeting July 1, 1997.

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Paul Roseberry, President

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Jim Sprengel, Secretary



## **SECRETARY'S REPORT**

**Minutes of July 1, 1997.**

**Meeting called to order at 8:03 p.m. by President Paul Roseberry.**

**Trustees present: Paul Roseberry, Bill Berndsen, Mary Niebruegge, Joyce Krechnyak, Mary Ann Shelton, Kaye Chawgo, Judi Piwaronas and Jim Sprengel.**

**Trustees absent: Don Krebs**

**Also attending: Jan Thomas, Librarian**

**The minutes of the previous meeting were approved as submitted.**

**The Treasurer's report was reviewed. The bills were approved for payment on a motion by Bill Berndsen and a second by Mary Niebruegge. The motion was approved on a roll call vote.**

**The Librarian's report was reviewed. Summer reading program will begin July 7th, and run thru July 25th. 46 kids are signed up. Weeke air conditioning was called to look at the thermostat. It is now fixed.**

**The Board entered executive session at 8:27 p.m. to discuss personnel. The board re-entered public session at 8:37 p.m.**

**Bill Berndsen made a motion that the Clerk II, Assistant Librarian, and Librarian pay scale be increased by 5%, seconded by Joyce Krechnyak, and approved unanimously by a roll call vote.**

**Bill Berndsen made a motion to adjourn at 8:40 p.m. Motion seconded by Kay Chawgo. Motion carried.**

**Next meeting August 5, 1997, at 8:00 p.m.**

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**Paul Roseberry, President**

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**Jim Sprengel, Secretary**





**BREESE PUBLIC LIBRARY PAY SCALE  
EFFECTIVE JULY 1, 1997**

LENGTH OF SERVICE IN POSITION (IN YEARS)	CLERK	CLERK II	ASSISTANT LIBRARIAN	LIBRARIAN
LESS THAN 1	\$ 4.75	\$ 6.30	\$ 7.56	\$ 8.77
MORE THAN 1 BUT LESS THAN 2	\$ 4.91	\$ 6.51	\$ 7.80	\$ 9.05
MORE THAN 2 BUT LESS THAN 3	\$ 5.07	\$ 6.72	\$ 8.06	\$ 9.36
MORE THAN 3 BUT LESS THAN 5	\$ 5.23	\$ 6.94	\$ 8.32	\$ 9.65
MORE THAN 5 BUT LESS THAN 7	\$ 5.39	\$ 7.15	\$ 8.56	\$ 9.94
MORE THAN 7 BUT LESS THAN 9	\$ 5.55	\$ 7.36	\$ 8.82	\$ 10.25
MORE THAN 9 BUT LESS THAN 12	\$ 5.70	\$ 7.57	\$ 9.07	\$ 10.53
MORE THAN 12 BUT LESS THAN 15	\$ 5.86	\$ 7.78	\$ 9.32	\$ 10.83
MORE THAN 15 BUT LESS THAN 18	\$ 6.03	\$ 8.00	\$ 9.59	\$ 11.13
MORE THAN 18 BUT LESS THAN 21	\$ 6.20	\$ 8.22	\$ 9.85	\$ 11.45
MORE THAN 21	\$ 6.39	\$ 8.46	\$ 10.14	\$ 11.78

The librarian and assistant librarian are to be scheduled approximately 30 hours per week.

The board of directors is to consider a cost-of-living increase each year to become effective July 1.

The above scale approved July 1, 1997.



## SECRETARY'S REPORT

Minutes of August 5, 1997.

The meeting was called to order at 8:01 P.M. by President, Paul Roseberry.

Trustees present: Judie Piwaronas, Kay Chawgo, Mary Ann Shelton, Paul Roseberry, Mary Niebruegge, and Jim Sprengel.

Trustees absent: Don Krebs, Joyce Krechnyak, and Bill Berndsen.

The minutes of the previous meeting were approved as submitted.

The Treasurer's report was reviewed. The bills were approved for payment on a motion by Kay Chawgo, and a second by Judie Piwaronas. The motion was approved on a roll call vote.

The Librarian's report was reviewed.

A Discussion was held on the use of the computer internet system.

A motion was made to approved the action of the Librarian in relation to the misuse of the computer by a patron. Motion by Kay Chawgo, seconded by Judi Piwaronas. Motion approved on a roll call vote.

A decision was made to schedule our next meeting September 6th at 7:00 p.m. at the J.C. Park

Meeting adjourned at 8:50 p.m. on a motion by Kay Chawgo, seconded by Mary Niebruegge. Motion carried on a voice vote.

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Paul Roseberry, President

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Jim Sprengel, Secretary



## Secretary's Report

September 6, 1997.

The meeting was held at the north shelter at North Park.

The meeting was called to order at 8:30 p.m. by President, Paul Roseberry.

Trustees attending: Paul Roseberry, Judi Piwaronas, Jim Sprengel, Bill Berndsen, Joyce Krechnyak, Kay Chawgo, and Mary Niebruegge.

Trustees absent: Mary Ann Shelton.

Also attending: Marvin & Jane Schulte custodians, Mayor Don Maue and spouse, Marge Winkeler and spouse, Delores Krebs, Librarian Jan Thomas and spouse, and spouses of library board members.

The minutes of the previous meeting were approved as submitted.

The Treasurer's report was reviewed. The bills were approved on a motion by Bill Berndsen, and a second by Kay Chawgo. A roll call approved the motion unanimously.

The librarian's report was reviewed. Telecommunications discount was discussed. We need to submit a technology plan to Lewis & Clark Library System in order to receive this discount. Kay Chawgo & Bill Berndsen said they would help with this, and plan to meet at the Library September 10th at 6:30 p.m.

Kay Chawgo made a motion to adjourn the meeting. The motion was seconded by Bill Berndsen.

The meeting adjourned at 9:05 p.m.

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Paul Roseberry, President

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Jim Sprengel, Secretary.



## SECRETARY'S REPORT

October 7, 1997.

The meeting was called to order at 8:00 p.m. by President Paul Roseberry.

Trustees attending: Paul Roseberry, Jim Sprengel, Bill Berndsen, Joyce Krechnyak, Mary Niebruegge, and Mary Ann Shelton.

Trustees absent: Kay Chawgo.

Also attending Jan Thomas, Librarian.

The minutes of the previous meeting were approved as read.

The Treasurer's report was reviewed. The bills were approved on a motion by Bill Berndsen, and a second by Joyce Krechnyak. A roll call vote approved the motion unanimously.

The Librarian's Report was reviewed.

Judi Piwaronas arrived at 8:07 p.m.

The Board reviewed a set of policies for use of library computers in connection with the internet. The board approved the policy unanimously.

A motion was made by Joyce Krechnyak, seconded by Judi Piwaronas to recommend the appointment of Delores Krebs to replace Don Krebs on the library board. Motion approved.

Bill Berndsen made a motion to sell the card catalog cabinets to Germantown Library for \$500.00. Motion died for lack of a second. Judi Piwaronas made a motion to sell the card catalog cabinets to Germantown at \$500.00 per cabinet. Motion seconded by Mary Niebruegge. Motion carried on a roll call vote.

Judi Piwaronas made a motion to adjourn the meeting, second by Mary Niebruegge. Meeting adjourned at 9:02 p.m.

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Paul Roseberry, President

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Jim Sprengel, Secretary





## SECRETARY'S REPORT

November 4, 1997

The meeting was called to order at 8:00 p.m. by President Paul Roseberry.

Trustees attending: Paul Roseberry, Bill Berndsen, Joyce Krechnyak, Mary Niebruegge, Mary Ann Shelton, Kay Chawgo, and Delores Krebs.

Trustees absent: Jim Sprengel and Judi Piwaronas.

Also attending: Jan Thomas, Librarian.

Paul welcomed Delores Krebs whose name has been submitted to the City Council to fill her late husband's seat on the board.

The minutes of the previous meeting were approved as read.

The Treasurer's report was reviewed. A motion was made by Bill Berndsen and seconded by Joyce Krechnyak to pay the bills. The motion carried on a roll call vote.

The Librarian's report was reviewed.

The Library funds have been transferred to a checking account that does not carry a service charge.

The Germantown Library refused to pay \$500 per cabinet for Breese Library Card Files. They may make a counter offer at their November 13 meeting. Joyce Krechnyak made a motion which was seconded by Kay Chawgo to accept any offer of \$500 or above for both cabinets. The motion passed on a roll call vote with Mary Ann Shelton abstaining.

Paul Roseberry will make a proposal (subject to board approval) to Jim Schuette of Tech Doctor's. The company could install a computer (with pornography screening) and a printer in the Library. The computer would be hooked to the Internet and would remain the property of Tech Doctor's. They would be free to advertise on a screensaver or in brochures. The Library would not be liable for any damage or repairs to the units.



The Illinois State Library has approved the technology plan, but suggested that Breese add language to include a yearly evaluation process.

Several state grants are available. One in the amount of \$1,000 would pay for 50% of a workstation with printer. It need not be tied to the Internet. If approved, an option would be for the Library to ask the First Bank to cover the other half of the cost. A second grant is in the amount of \$2,500 per library for a color ink jet printer or other technical items. The forms must be in by December 2. Bill will check them before they are submitted.

Lewis and Clark Library System sent an application for a telecommunications discount. Jan will check on the proposal at the next System meeting.

Kevin Timmermann arrived to confirm the approval of Delores Krebs. He also discussed asphaltting a portion of the parking lot next spring or summer.

The December meeting will be held on Friday, December 5, at 6:30 p.m. at Hasel's. The City of Breese Christmas party will be held the following night at the Breese Knights of Columbus.

Delores Krebs made a motion which was seconded by Mary Niebruegge to adjourn. The meeting was adjourned at 8:45 p.m.

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Paul Roseberry, President

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Kay Chawgo, Acting Secretary



## SECRETARY'S REPORT

December 5, 1997.

The meeting was called to order at 8:55 p.m. by Vice-President, Bill Berndsen at Hasel's Restaurant.

Trustees attending: Bill Berndsen, Joyce Krechnyak, Mary Niebruegge, Kay Chawgo, Mary Ann Shelton, Delores Krebs, and Jim Sprengel.

Trustees absent: Judi Piwaronas, and Paul Roseberry.

Also attending: Diane Holtgrave, assistant librarian, Marge Winkeler, library clerk, Patti Haake, volunteer clerk, Marvin & Jane Schulte, custodians, Mayor Don Maue, Kevin Timmermann, city council member, and spouses of attendees.

The minutes for the previous meeting were approved.

The Treasurer's Report was reviewed. A motion was made by Kay Chawgo and seconded by Delores Krebs to pay the bills. The motion carried on a roll call vote.

The Librarian's report was reviewed.

Germantown Library offered \$200.00 for the card catalogs. Kay Chawgo made a motion to sell the card catalogs for \$250.00 each to Mary Ann Shelton. Motion seconded by Delores Krebs and approved on a roll call vote.

A decision was made to close the library all day Christmas Eve, and to close at 5:00 p.m. on New Year's Eve.

Meeting adjourned at 9:12 p.m. on a motion by Kay Chawgo, and seconded by Joyce Krechnyak.

Next meeting January 6th at 8:00 p.m. at the Library.

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Bill Berndsen, Vice-President

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Jim Sprengel, Secretary



## SECRETARY'S REPORT

February 2, 1998.

The meeting was called to order at 8:00 p.m., by President, Paul Roseberry.

Trustees attending: Bill Berndsen, Delores Krebs, Joyce Krechnyak, Mary Niebruegge, Judi Piwaronas, Paul Roseberry, and Mary Ann Shelton.

Trustees absent: Kay Chawgo, and Jim Sprengel.

The minutes of the December meeting were approved as read.  
No meeting was held in January.

The Treasurer's report was reviewed. The bills were approved on a motion by Joyce Krechnyak and seconded by Mary Niebruegge and a roll call vote.

The audit report from Robert Marti was discussed. It was decided to have in writing date and mileage to and from meetings and have it signed by board.

The library will be closed February 16 for Presidents Day instead of Lincoln's Birthday to go along with City Hall.

Telecommunications discounts were discussed. If all figures are correct we should be getting a 70% discount on our 56K line, and possibly on our other phone lines.

Meeting adjourned at 8:45 on a motion by Delores Krebs, seconded by Judi Piwaronas.

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Paul Roseberry, President

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Jim Sprengel, Secretary





## SECRETARY'S REPORT

March 3, 1998

The meeting was called to order at 7:59 p.m. by President Paul Roseberry.

Trustees attending: Bill Berndsen, Dolores Krebs, Joyce Krechnyak, Mary Niebruegge, Mary Ann Shelton, Paul Roseberry, Judi Piwaronas, and Kay Chawgo.

Trustees absent: Jim Sprengel

Also present: Jan Thomas, Librarian

The minutes of the February meeting were approved as written.

The Treasurer's report was reviewed. The bills were approved on a motion made by Bill Berndsen, seconded by Joyce Krechnyak, and a roll call vote.

The Library has termites again. Wesner treats only the walls infected rather than the whole building. Paul will check with Kevin to see if the city has an alternative company.

The Americans with Disabilities Act 1999 Self-evaluation Form for the per-capita grant has been received and is due in July.

All current magazines have been protected with plastic covers.

The meeting was adjourned at 8:25 p.m. on a motion made by Mary Ann Shelton and seconded by Dolores Krebs.

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Paul Roseberry, President

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Kay Chawgo, Acting Secretary



## SECRETARY'S REPORT

April 7, 1998

The meeting was called to order at 8:04 p.m. by President, Paul Roseberry.

Trustees attending: Mary Niebruegge, Judi Piwaronas, Paul Roseberry, Jim Sprengel, Kay Chawgo, and Mary Ann Shelton.

Trustees absent: Dolores Krebs, Joyce Krechnyak, and Bill Berndsen.

Also present: Jan Thomas, Librarian.

The minutes of the March meeting were approved as written.

The Treasurer's report was reviewed. The bills were approved on a motion made by Kay Chawgo, seconded by Judi Piwaronas, and a roll call approved the motion unanimously.

The Librarian's report was reviewed.

Bids were obtained from Terminix, Carlyle Pest Control, and Barnett Pest Control. These bids were turned over to the City Council and they will let us know which bid is accepted.

Jan is completing form 471 for the telecommunication discount and will send in as soon as possible.

A motion was made by Kay Chawgo and seconded by Mary Niebruegge, to submit votes for Deanne W. Holshauzer and Daphne Gillespie Selbart as representatives to the Lewis & Clark Library System Board of Directors. The motion was approved on a voice vote.

A nominating committee for officers for the coming year was appointed by the president. Bill Berndsen, Delores Krebs, and Joyce Krechnyak will serve on this committee.

The meeting was adjourned at 8:30 p.m. on a motion made by Kay Chawgo, and seconded by Judi Piwaronas. Motion carried unanimously.

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Paul Roseberry, President

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Jim Sprengel, Secretary



SECRETARY'S REPORT  
MAY 1998

Minutes of May 5, 1998 meeting.

The meeting was called to order at 8:02 p.m. by President, Paul Roseberry.

Trustees attending: Mary Niebruegge, Paul Roseberry, Jim Sprengel, Joyce Krechnyak, Delores Krebs, Bill Berndsen, Kay Chawgo, and Mary Ann Shelton.

Trustees absent: Judie Piwaronas.

Also present: Jan Thomas, Librarian.

The minutes of the April meeting were approved and presented.

The Treasurer's Report was reviewed. The bills were approved on a motion made by Bill Berndsen, seconded by Joyce Krechnyak and a roll call vote approved the motion unanimously.

The Librarian's Report was reviewed.

A Video Conference will be held at Lewis and Clark Library System at Edwardsville on May 16 for Library Trustees. Paul and Bill are planning to attend.

The nominating committee recommends that the present officers be continued in office for the coming year.

The report was approved on a roll call vote unanimously.

The meeting was adjourned at 8:27 p.m. on a motion by Kay Chawgo and seconded by Mary Ann Shelton. Motion carried on a unanimous voice vote.

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Paul Roseberry, President

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Jim Sprengel, Secretary



## SECRETARY'S REPORT

June 2, 1998

The meeting was called to order at 8:05 p.m. by Paul Roseberry, president.

Trustees attending: Paul Roseberry, Jim Sprengel, Bill Berndsen, Joyce Krechnyak, Kay Chawgo, Judi Piwaronas, and Mary Ann Shelton.

Trustees absent: Delores Krebs, and Mary Niebruegge.

The minutes of the May meeting were approved as presented.

The Treasurer's Report was reviewed. The bills were approved on a motion made by Kay Chawgo, seconded by Joyce Krechnyak, and a unanimous roll call vote.

The Librarian's report was reviewed.

A motion to secure a bond of \$40,000.00 for the Board Treasurer was made by Bill Berndsen, and seconded by Judi Piwaronas. Motion carried on a roll call vote.

An invitation was received from the Bethalto Public Library to an open house for the newly renovated building, which will be held on June 14.

The meeting was adjourned at 8:32 p.m. on a motion by Kay Chawgo, and seconded by Judi Piwaronas. Motion carried on a unanimous voice vote.

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Paul Roseberry, President

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Jim Sprengel, Secretary





## SECRETARY'S REPORT

Minutes of July 7, 1998.

The meeting was called to order at 8:00 p.m. by Paul Roseberry, President.

Trustees attending: Paul Roseberry, Jim Sprengel, Judi Piwaronas, Mary Ann Shelton, Dolores Krebs, Mary Niebruegge, and Bill Berndsen.

Trustees absent: Kay Chawgo, and Joyce Krechnyak.

Also attending: Jan Thomas, Librarian.

The minutes of the June meeting were approved as presented.

The Treasurer's Report was reviewed. The bills were approved on a motion by Judi Piwaronas, seconded by Bill Berndsen. Motion carried on a roll call vote.

The Librarian's report was reviewed.

The Board discussed an ADA 1999 Self-Evaluation form which is to be submitted with the per-capita grant application.

The Lewis & Clark Library System Board will be meeting at our library on August 18, 1998. All Breese Library Board members are invited to attend. The meeting will start at 7:00 p.m.

The board entered executive session at 8:37 p.m. to discuss personnel. The board re-entered public session at 8:42 p.m.

Bill Berndsen made a motion that the Clerk II, Assistant Librarian, and Librarian pay scale be increased by 5%, seconded by Judi Piwaronas, and approved unanimously by a roll call vote.

Bill Berndsen made a motion to adjourn at 8:54 p.m. Motion seconded by Mary Niebruegge. Motion carried.

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Paul Roseberry, President

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Jim Sprengel, Secretary



BREESE PUBLIC LIBRARY  
SECRETARY'S REPORT

September 1, 1998

The meeting was called to order at 8:00p.m. by President, Paul Roseberry.

Trustees present: Jim Sprengel, Bill Berndsen, Paul Roseberry, Kay Chawgo, Dolores Krebs, Judi Piwaronas, Mary Ann Shelton, and Joyce Krechnyak.

Trustees absent: Mary Niebruegge.

Also attending: Librarian, Jan Thomas.

The minutes of the previous meeting were accepted as presented.

The Treasurer's report was reviewed. The bills were approved on a motion by Bill Berndsen, seconded by Kay Chawgo. Motion carried on a unanimous roll call vote.

The Librarian's report was reviewed.

Discussed the outside trim on library, which needs replacing. Paul will get bids from 4 different companies and turn the bids over to Kevin Timmermann.

Trustee workshop will be held in Mt. Vernon on September 26th. Anyone wanting to attend contact Jan by the 21st.

Kelly Meier from Lewis & Clark came to install software, Ebsco and Electric Library on 2 of our computers.

Flowers were sent to Mary Niebruegge after having eye surgery.

It was decided to have our autumn picnic on September 26th at the North side park at 6:30 p.m.. The committee will be Joyce Krechnyak, Dolores Krebs, and Bill Berndsen.

Several notes of appreciation were received from members of the Lewis & Clark Library System Board who attended their monthly meeting in our library on August 18th.

Motion by Kay Chawgo, seconded by Joyce Krechnyak to adjourn at 9:00 p.m.  
Motion carried.

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Paul Roseberry, President

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Jim Sprengel, Secretary



BREESE PUBLIC LIBRARY  
SECRETARY'S REPORT

October 6, 1998

The meeting was called to order at 8:00p.m. by President Paul Roseberry.

Trustees present: Paul Roseberry, Mary Niebruegge, Mary Ann Shelton, Dolores Krebs, and Kay Chawgo.

Trustees absent: Jim Sprengel, Bill Berndsen, Judi Piwaronas, and Joyce Krechnyak.

Also attending: Librarian Jan Thomas.

The minutes of the previous meeting were accepted as presented.

The Treasurer's report was reviewed. The bills were approved on a motion by Mary Ann Shelton and seconded by Dolores Krebs. Motion carried on a unanimous roll call vote.

Jim Sprengel joined the meeting.

The Librarian's report was reviewed.

Only one bid was received for the replacement of outside trim around the front door of the Library. The bid from Ed Rolfingsmeier for \$1675 was given to Kevin Timmermann.

A subscription request from Taxpayers Federation of Illinois was reviewed. It was decided to continue provide IRS materials.

A thank you from Mary Niebruegge was read. Flowers had been sent to her following surgery.

Grant applications were discussed. Kay Chawgo suggested the possibility of tying the request to Literacy. No action was taken.



## Secretary's Report

November 3, 1998

The meeting was called to order at 8:00 p. m. by Kay Chawgo, acting president.

Trustees present: Kay Chawgo, Mary Niebruegge, Mary Ann Shelton, Jim Sprengel, Dolores Krebs, Judi Piwaronas, and Joyce Krechnyak.

Trustees absent: Bill Berndsen, and Paul Roseberry.

Also attending: Jan Thomas

The minutes of the previous meeting were accepted as presented.

The treasurer's report was reviewed. The bills were approved on a motion by Judi Piwaronas, and a second by Dolores Krebs. Motion carried on a unanimous roll call vote.

Librarian's report was reviewed. Since we did not get our statistics from the library system in time the report was not accurate. Will show the final report next month.

The Christmas party was set for December 5th at 6:30 p.m. at Hasels.

The meeting adjourned at 8:27 p.m. on a motion by Joyce Krechnyak, and a second by Mary Ann Shelton.

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Kay Chawgo, Acting President

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Jim Sprengel, Secretary





## Secretary's Report

Dec. 1, 1998

The meeting was called to order at 8:00 p.m. by President, Paul Roseberry.

Trustees present: Paul Roseberry, Bill Berndsen, Kay Chawgo, Mary Ann Shelton, Jim Sprengel, and Judi Piwaronas

Trustees absent: Mary Niebruegge, Dolores Krebs, and Joyce Krechnyak

Also attending: Jan Thomas

The minutes of the previous meeting were accepted as presented

The treasurer's report was reviewed. The bills were approved on a motion by Kay Chawgo, and a second by Bill Berndsen. Motion carried on a unanimous roll call vote.

Librarian's report was reviewed.

The Christmas party is changed to December 8th at 6:30 p.m. at Hasel's

Kay Chawgo made a motion to close the library December 24, 25, and 26. Seconded by Judi Piwaronas motion approved on a voice vote.

Meeting adjourned at 8:32 p.m.

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Paul Roseberry, President

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Jim Sprengel, Secretary



## Secretary's Report

January 12, 1999.

The meeting was called to order at 8:00 p.m. by President Paul Roseberry.

Trustees present: Paul Roseberry, Mary Niebruegge, Mary Ann Shelton, Delores Krebs, Jim Sprengel and Kay Chawgo.

Trustees absent: Bill Berndsen, Joyce Krechnyak and Judi Piwaronas.

Also attending: Jan Thomas, Librarian, Michelle Maue and Dana Timmermann from the Breese Junior Women's Club, Alderman Kevin Timmermann and Mayor Don Maue.

The minutes of the previous meetings, December 1, 1998 and Special Meeting December 17, 1998 were approved.

A discussion was held concerning the need for the tax referendum in April. Some pre-planning for support and publicity to support the passage of the referendum.

Motion to pay the bills was made by Kay Chawgo and seconded by Delores Krebs. Motion carried unanimously.

Meeting adjourned at 9:30 on a motion by Kay Chawgo seconded by Mary Ann Shelton. Motion carried on a voice vote.

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Paul Roseberry, President

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Jim Sprengel, Secretary



Dec. 17, 98

## Secretary's Report

### Special meeting

The meeting was called to order at 8:00 p.m. by President, Paul Roseberry.

The purpose of the meeting was to discuss financial problems of the library.

Members present: Paul Roseberry, Bill Berndsen, Dolores Krebs, Mary Niebruegge, Mary Ann Shelton, Joyce Krechnyak, Jim Sprengel, Kay Chawgo, and Judi Piwaronas.

Also attending: Jae Thomas & Kevin Timmermann.

The discussion revolved around increasing the library tax rate.

Kay Chawgo made a motion to raise the library tax rate to 25 cents per \$100 assessed evaluation. Seconded by Bill Berndsen. The motion carried unanimously on a roll call vote.

The meeting adjourned at 8:30 p.m. on a motion by Kay Chawgo, seconded by Joyce Krechnyak, approved unanimously.

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Paul Roseberry, President

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Jim Sprengel, Secretary



## Secretary's Report

February 2, 1999.

The meeting was called to order at 8:00 p.m. by President Paul Roseberry.

Trustees present: Jim Sprengel, Judi Piwaronas, Delores Krebs, Paul Roseberry, Mary Niebruegge, Mary Ann Shelton, Joyce Krechnyak and Kay Chawgo.

Trustee absent: Bill Berndsen.

Also attending: Jan Thomas, Librarian.

The minutes of the previous meetings were approved.

A motion to pay the bills was made by Kay Chawgo, seconded by Joyce Krechnyak. Motion carried unanimously.

A motion was made to purchase two computer tables and pull out trays from Office Max for \$320.00. Seconded by Mary Niebruegge. Motion carried unanimously.

A motion was made by Kay Chawgo, seconded by Judi Piwaronas to adjourn. Meeting adjourned at 9:00 p.m.

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Paul Roseberry, President

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Jim Sprengel, Secretary





## **SECRETARY'S REPORT**

**March 2, 1999.**

**The meeting was called to order at 8:00 p.m. by President, Paul Roseberry.**

**Trustees present: Jim Sprengel, Mary Niebruegge, Dolores Krebs, Mary Ann Shelton, Bill Berndsen, Paul Roseberry, Kay Chawgo, and Judi Piwaronas.**

**Trustees absent: Joyce Krechnyak.**

**Also attending: Diane Holtgrave, Assistant Librarian.**

**The minutes of the previous meeting were approved as submitted.**

**A motion to pay the bills was made by Kay Chawgo, seconded by Bill Berndsen. Motion carried unanimously on a roll call vote.**

**A discussion was held concerning promotional activities for the library tax increase vote to be held April 13th.**

**Meeting adjourned at 8:30 p.m. on a motion by Kay Chawgo, and a second by Mary Ann Shelton.**

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**Paul Roseberry, President**

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**Jim Sprengel, Secretary**



## SECRETARY'S REPORT

April 6, 1999.

The meeting was called to order at 8:00 p.m. by president, Paul Roseberry.

Trustees present: Paul Roseberry, Bill Berndsen, Jim Sprengel, Joyce Krechnyak, Dolores Krebs, Mary Niebruegge, Kay Chawgo, Mary Ann Shelton, & Judi Piwaronas.

Trustees absent: none

Also attending: Librarian, Jan Thomas.

The minutes of the previous meeting were approved as submitted.

A motion to pay the bills was made by Kay Chawgo, seconded by Joyce Krechnyak. Motion carried on a roll call vote.

A discussion was held concerning promotional activities for the library tax increase vote to be held April 13th. Several of the board members and staff will go door to door with flyers and also put them on cars during local church services. Articles and adds will be put in the Breese Journal, and signs will be put up at the Library urging people to vote.

Meeting adjourned at 8:55 p.m. on a motion by Kay Chawgo, second by Mary Niebruegge.

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Paul Roseberry, President

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Jim Sprengel, Secretary



## Secretary's Report

May 4, 1999

The meeting was called to order at 8:00 p.m. by President, Paul Roseberry.

Trustees present: Paul Roseberry, Bill Berndsen, Jim Sprengel, Joyce Krechnyak, Delores Krebs, Mary Niebruegge, Mary Ann Shelton, Kay Chawgo, and Judi Piwaronas.

Trustees absent: none

Also attending: Librarian, Jan Thomas.

The minutes of the previous meeting were approved as submitted.

A motion to pay the bills was made by Bill Berndsen, and seconded by Delores Krebs. Motion carried on a roll call vote.

Chamber of Commerce made a \$250.00 donation to the Library, plus paper for photocopies made for them.

We are now receiving credit on our 56K line for the telecommunication discount which Jan applied for.

A congratulatory letter was received from the mayor on the passing of the tax increase for the Library.

The Chamber of Commerce is sponsoring a Moonlight Madness Street Fair June 5th, 1999. The Library was asked to participate. The Board decided it would not be appropriate to do so.

Also discussed was a budget for Fiscal Year 1999-2000. Paul will get some figures together. The Board will work on this next meeting.

Mary Niebruegge made a motion to continue the same officers in their respective office for the following year. Motion seconded by Judi Piwaronas. Motion carries unanimously.

Meeting adjourned at 8:50p.m. on a unanimous vote.

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Paul Roseberry, President

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Jim Sprengel, Secretary



Breese Public Library

Secretary's Report

November 2, 1999

The meeting was called to order by Vice President, Bill Berndsen at 8:10 p.m.

Trustees present: Kay Chawgo, Dolores Krebs, Mary Ann Shelton, Jim Sprengel, Judi Piwaronas, Mary Niebruegge, Bill Berndsen, & Joyce Krechnyak.

Trustees absent: None

Also attending: Jan Thomas Librarian, Assistant Librarian, Diane Holtgrave.

The minutes of the October 5, 1999 meeting were approved as submitted.

A motion to pay the bills was made by Kay Chawgo, seconded by Judi piwaronas. Motion carried on a unanimous roll call vote.

Bill read a letter from Kathy Roseberry, mentioning a memorial contribution to the library in memory of Paul.

Kevin Timmermann entered the meeting at 8:15P.M. asked if there is a suggestion for a person to replace Paul Roseberry. No suggestions were given. He also discussed the setting of a tax rate for next year. He also stated that the Library staff are not city employees.

Discussion with Diane concerning her insurance payments. She stated that she could not pay back the money by working here without health insurance. She would have to find another job. Discussion also led to a discussion of general finances and budget. Diane agrees to give up 200 hrs of sick leave at a rate of \$10.65





Breese Public Library

Secretary's Report

November 2, 1999

per hour =\$2,130.00 and pay half of family group insurance, the board will pay other half. with no raise for this year. This will begin to be applied to the \$31,327.30 debt. Jan will not be getting a health insurance plan but will be given a raise retroactive to July 1, 1999. The board agreed to this plan on a motion by Kay Chawgo and second by Judi Piwaronas. Motion carried unanimously on a roll call vote.

The president appointed Kay Chawgo, Mary Ann Shelton, and Judi Piwaronas to a committee to set some new guide lines for the financial report.

It was decided to have a Christmas party at Hasel's on December 10, 1999 at 6:30p.m.

Joyce Krechnyak made a motion to adjourn at 9:45 p.m.

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Bill Berndsen, Vice President

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Jim Sprengel, Secretary



Secretary's Report  
December 7, 1999

The meeting was called to order at 6:00 p.m. by President, Bill Berndsen.

Trustees present: Bill Berndsen, Kay Chawgo, Dolores Krebs, Mary Niebruegge, Jim Sprengel, and Joyce Krechnyak.

Trustees absent: Judi Piwaronas, & Mary Ann Shelton.

Also attending: Jan Thomas, Librarian

The minutes of the November 2, 1999 meeting were approved as submitted.

A motion to pay the bills was made by Kay Chawgo, and seconded by Mary Niebruegge. Motion carried unanimously on a roll call vote.

Librarian has received a letter from the Secretary of State stating we were to receive a per capita grant of \$4,400.44 for FY 2000.

A motion was made to set the library tax rate at \$.25 per \$100.00 EAV by Kay Chawgo, seconded by Dolores Krebs. Motion carried unanimously on a roll call vote.

Kay Chawgo made a motion to set the Non-resident fee at \$62.00 per year starting in April, 2000, seconded by Joyce Krechnyak. Motion carried unanimously on a roll call vote.

The Board went into executive session at 6:27 p.m.

The Board resumed regular session at 6:32 p.m.

Mary Ann Shelton entered meeting at 6:28 p.m.

Joyce Krechnyak made a motion to give Jan Thomas a 5% raise which would set her salary at \$11.61 per hour, retroactive to July 1, 1999. Second by Dolores Krebs. Motion carried on a unanimous roll call vote.

Meeting adjourned at 6:44 p.m. on a motion by Mary Niebruegge.

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Bill Berndsen, President

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Jim Sprengel, Secretary

