

# BREESE LIBRARY BOARD MINUTES

## **Secretary's Report - 02/11/25**

The meeting was called to order at 8:02 p.m. by President Angie Becker.

**Trustees present:** Angie Becker, Jamie Fields, Judy Kampwerth, Allison Netemeyer, Angela Richter and Cyndi Riley. Jean Steinman attended via conference call and Gwen Fischer attended via Zoom.

**Trustees absent:** Bonnie Holzinger

**Also attending:** Library Director Kelly Zurliene

**Secretary's Report:** A quorum was established. Allison Netemeyer made a motion to accept the Secretary's Report and Angela Richter seconded it. The motion was approved with all ayes.

**Treasurer's Report:** Angie Becker made a motion to accept the Treasurer's Report and it was seconded by Gwen Fischer. The motion was approved on a roll call vote.

- A. Money Market enrollment
  - Kelly reported that the Illinois Money Market account was approved with The Illinois Funds. The Library will move \$215,000 from the Scott Credit Union savings account into this fund.
- B. Property Tax Distribution
  - Kelly told the board that we received the 4th property tax distribution check on 01/22/25 in the amount of \$74.26 (Mobile Home tax).

**Librarian's Report:** Kelly reported on the following:

- A. Donations and Memorials: Jim Sprengel and Yvonne Ratermann
  - Kelly said that the library spent \$125 on books in memory of Yvonne Ratermann and \$50 on books in memory of Jim Sprengel. This was at the request of individuals who donated money specifically for that purpose. There is about \$1875 in remaining donations. The board discussed options for using those donations.
- B. Breese Lions Club donations
  - Kelly said that the Breese Lions Club contacted her and said they would like to donate an outdoor bench to the library. After a brief discussion, Jean Steinman made a motion to accept the donation from the Lions Club and also have the library purchase a matching bench in memory of Jim Sprengel and Yvonne Ratermann. Angie Becker seconded the motion and it was approved on a roll call vote.
  - Kelly said the Lions Club also donated two large print backlit keyboards for the visually impaired patrons.
- C. Events in the Children's Room

- Kelly said the recent Comic Book Workshop had a great turnout. Allison Netemeyer suggested that we start tracking the number of events that are held throughout the year. Kelly said she can add that to the Librarian's Report spreadsheet.

**Unfinished Business:**

- A. Building Committee updates
  - Angie Becker reviewed the notes that were taken at the February 5th meeting with the City of Breese Building Committee. The Library Board officers are waiting for Mayor Timmermann to let them know when Litteken Construction is available to meet with the committee and discuss a bid for a possible extension of the back foyer as well as two replacement bay windows and automatic door openers for the front double doors. Kelly asked that they also make sure an engineer is contacted to make sure the drainage issue on the back of the building is addressed.
- B. Holiday Closing policy
  - Kelly shared with the board the revised Holiday Closing policy that was discussed at the last meeting. She updated the document to list nine observed holidays and an early closing time of 4:00 p.m. on Thanksgiving Eve and New Years Eve as agreed upon by the board at the January meeting.
- C. Weather and unforeseen events policy regarding pay for part-time employees
  - Kelly said the board needs to have a Policy to identify how pay for part-time employees is to be handled in the event of a library closure due to weather and/or unforeseen events. After a brief discussion, it was decided to table this until the April meeting.

**New Business:**

- A. Welcome to New Library Trustee Jamie Fields
  - Kelly welcomed Jamie Fields as the New Library Trustee who was appointed by Mayor Kevin Timmermann at the City Council meeting. Jamie took the Oath of Office for her 3-year term and introductions were made to the board members.

Jean Steinman made a motion to adjourn the meeting at 9:04 p.m. and it was seconded by Cyndi Riley.

The next meeting is scheduled for Tuesday, March 11, 2025 at 8:00 p.m.

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Angie Becker, President

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Gwen Fischer, Secretary