

WINNEBAGO PUBLIC LIBRARY DISTRICT

COMMITTEE OF THE WHOLE BOARD MEETING MINUTES

Thursday, August 16 2018, 7 pm

*Irv Koning, President Steve Scheider, Vice President Wanda Cwiklo, Secretary Chuck Fricke, Treasurer
Cali Oberbroekling, Trustee Staci Thompson, Trustee*

Notice is hereby given that the Winnebago Public Library District, Winnebago County, Illinois, will hold a Committee of the Whole meeting of the Winnebago Public Library District Board of Trustees at the Winnebago Public Library, 210 North Elida Street, Winnebago, Illinois 61088. The time, date and purposes of this meeting are set forth in the following agenda:

Call to order and Pledge of Allegiance Call to order - 7:13 pm

Roll call

Irv Koning - Here

Steve Scheider - Here

Chuck Fricke - Here

Wanda Cwiklo - Here

Staci Thompson - Here

Cali Oberbroekling - Absent

Katie Schmoyer - Present

Additions or corrections to the agenda - None

Reports & discussion

Historical Materials project

no report

Grounds Maintenance given by Steve Scheider

Back to palm garden pulled tags items that did not make it will give to Rob to replace

Interior Maintenance

Question on screen on inside waiting on state money.

Did McTer Hark expand network yes it has been update last week.

Policy Development—Policy 316

Staff Assistance to Patrons - First read, Second read by September need final and vote in October BOD meeting. Would like to remove 316

Reference Service Policy would like to assign a new policy number - First read, second read September need final and vote in October BOD meeting.

Detailed Reference Service Policy attached. (Last review December 2013, August 2016)

Personnel

Katie needed to be approve for time off for upcoming appointments. Irv Koning approved and signed.

Other Business

Director's Annual Report - Full handout given to BOD from Katie Schmoyer.

See attached. (yellow folder)

Review Chapter 8 Standards for Illinois Public Libraries given by Katie Schmoyer

Checklist was looked very well a few small areas to follow up with. But all in all Chapter 8 good. Summary needed for per capita grant. Full report attached.

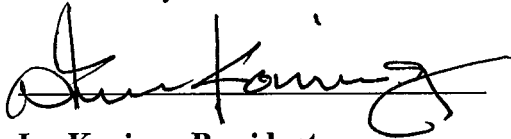
Facility Plan: 2013-2018, Review/Update given by Katie Schmoyer. Updated October 2016. Look into wooded area and do some additional upgrades. John maybe doing some work on his own in the area and Ruby Hodges Memorial Gardens. Safety question on lighting in parking lot, project maybe slightly costly. Katie Schmoyer would like to have large outside sign cleaned and maybe repainted. Contact locals for quotes. Contacts maybe Bob Viel and/or Bob Moore. All and all Facility Plan looks well and good progress. See attached.

Progress: Audit Secretary's Minutes for IPLAR (Illinois Public Library Annual Report) 5 more minutes to review and then add all FY18 to Open meeting minutes binder. Stacy Thompson and Cali Oberbroekling need to sign off by August 27 need to see Katie Schmoyer for no later than date.

Next Scheduled BOD meeting is scheduled for September 6, 2018 time change to 6:30 pm.

Adjournment - 8:35 pm

Adjournment first by Steve Scheider seconded by Chuck Fricke all in favor yes!



Irv Koning - President



Wanda Cwiklo - Secretary