

Bement Public Library District Board Meeting  
November 14, 2023

Board President Mary Postlewait called the meeting to order at 5:30 pm. Director Donna Techau and Board Trustees Bill Gallagher, Connie Kinsella, Jill Lawson, Jerry Watzlawick and Gail Wright were present. Trustee Kenneth Wright was absent. No one from the public attended.

Jerry Watzlawick made a motion to approve the consent agenda as presented. Jill Lawson seconded the motion, and all trustees present voted aye.

In old business, Director Techau provided a final draft of the library's paid time off policy that was created to comply with requirements of the Paid Leave for All Workers Act (PLAW). To align with the changes, revisions to the current bereavement policy language were recommended. Director Techau created a tracking sheet for recording time off taken by employees.

Connie Kinsella made a motion to approve the recommended revisions to the bereavement policy as presented. Jerry Watzlawick seconded the motion, and all trustees voted aye.

Connie Kinsella made a motion to approve the PLAW final draft as presented. Jerry Watzlawick seconded the motion, and all trustees present voted aye.

Director Techau reported that the children's area had new shelving bins installed. Evelyn Fair will be doing some plaster repair, wallpaper repair, and painting in the library and women's bathroom. This work is being paid for by a private donor. Director Techau went to the Bement Lions Club meeting in October, and partnership agreement paperwork is being drafted. She hopes to host some activities in the Lions Club building next year. Conxxus internet was installed and so far is proving to be more reliable than the previous provider. The work on the wildflower/butterfly garden will begin in the spring. The Fiscal Year 2024 Appropriations Ordinance public notice was published; there were no comments from the public. iLead online trustee training is still being piloted; trustees will be notified when it is ready.

Bill Gallagher made a motion to approve the Fiscal Year 2024 Levy as presented. Jill Lawson seconded the motion, and all trustees present voted aye.

Director Techau and 3 board trustees visited other libraries in the area to get ideas for future interior improvements. With regard to remodeling proposals, Director Techau discussed this as occurring in three phases. The first priority is relocating the director's office to a more central location with better visibility and accessibility. Phase 2 would be moving Bruce Nessel into the director's office. Phase 3 would be revamping the main desk area to make it more child-friendly. Director Techau provided an estimate of \$11,344 from Design Glass and Aluminum (DGA) to build a 10x12 office behind the main desk area. The board advised to get one more estimate before moving to approve but are in favor of beginning the project as soon as possible.

In new business, the library established a new contract with AlliPower, and this should save money on electricity. A conversation to discuss director's benefits was tabled until next month, as it was felt that the board treasurer should be present. The PerCapita Grant application is due January 15, and funds will be requested for summer children's programming. Trustees need to complete some online training concerning the Open Meetings Act, FOIA, and Anti-harassment; links were provided. In response to queries regarding fundraising, Director Techau explained what the library can and cannot do as a tax-funded entity to raise funds. There used to be a Friends of the Library fundraising group, and if that was reinstated, 503c paperwork would need to be completed. Director Techau reported that the library has a collection of microfiche but no functioning microfiche readers, so patrons are advised to visit the Allerton library in Monticello where they can search digitized records. It would be a practical move to divest the collection, perhaps donating it to the Piatt County Historical Society. The staff holiday party is scheduled for December 18.

Jerry Watzlawick made a motion, seconded by Gail Wright, to divest the library's collection of microfiche. All trustees present voted aye.

Director Techau suggested a reduction in the charge for faxing, lowering it to the same cost of printing, which is 25 cents per page. Gail Wright made a motion, seconded by Bill Gallagher, to approve a new faxing fee of 25 cents per page. All trustees present voted aye.

At 6:22 pm, Bill Gallagher moved to adjourn the meeting. Jerry Watzlawick seconded the motion, and all trustees present voted aye.

The next regular board meeting will be held on December 19, 2023, at 5:30 pm at the library.

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Connie Kinsella, Board Secretary