

**Minutes of the Regular Meeting of the Board of Trustees
of the Byron Public Library District
November 10, 2021**

Call to Order:

The meeting was called to order at 5:31 pm by Barb Clubb. Board members present were Eric Arnquist, Barb Clubb, Jill Grennan, Rachel Hansen, Sean Hosseini and Susan O'Neil. Elaine Breck joined the meeting at 5:34 pm. Also attending was Emily Porter, Director and Beth Murbach, Recording Secretary.

Absent Members: None

Visitors: None

Approval of Minutes:

Mrs. O'Neil made a motion to approve the minutes of the Regular Board Meeting of October 13, 2021 and the Facility Committee Minutes of October 28, 2021. The motion was seconded and approved 5-0.

Elaine Breck joined the meeting at 5:34 pm.

Rachel Hansen joined the meeting at 5:35 pm.

Treasurer's Report and Monthly Bills:

Mrs. Porter discussed distributed written reports. A motion to ratify the bills was made by Mr. Hosseini. The motion was seconded. The motion was approved by a roll call vote initiated by Mrs. Clubb; 7-0: Mr. Arnquist, yes; Mrs. Breck, yes; Mrs. Clubb, yes; Mrs. Grennan, yes; Dr. Hansen, yes; Mr. Hosseini, yes; and Mrs. O'Neil, yes.

Librarian's Report:

Mrs. Porter reported that she has not seen the bookmobile. It is still in the shop for the generator. Progress is slow because of difficulty getting parts to repair the generator.

Mrs. Porter received a quote to include 3,700 magazines on Overdrive. The cost would be \$2,000 annually. Mrs. Porter reported that *Consumer Report* would be \$1,250 annually. It was decided that Mrs. Porter should survey patrons on their interest in having these magazines.

It was suggested that Mrs. Porter post our current job opening on Indeed.

Trustee Reports: None

Approved December 8, 2021

Committee Reports:

- Finance Committee: None
- Operations Committee: None
- Executive Committee: None
- Facilities Management Committee: Mrs. O'Neil reported that the committee met, walked down the spaces and looked at Mrs. Porter's improvement suggestions. Mrs. Porter reported what each phase would entail. Phase 1-Three study rooms along the north side of the building (downstairs) with 16 people maximum. Phase 2-Teen/maker space on the south side of the library (downstairs). Phase 3-Playground and stage area on the flat roof (upstairs). Phase 4-Change bathrooms into single stall bathrooms. One bathroom would be changed into a mother/baby room for nursing moms (upstairs).

New Business:

- Mrs. O'Neil made a motion to approve the carpet replacement quote. The motion was seconded. The motion was approved by a roll call vote initiated by Mrs. Clubb; 7-0: Mr. Arnquist, yes; Mrs. Breck, yes; Mrs. Clubb, yes; Mrs. Grennan, yes; Dr. Hansen, yes; Mr. Hosseini, yes; and Mrs. O'Neil, yes.
- Mrs. Breck made a motion to approve the workroom conversion quote. The motion was seconded. The motion was approved by a roll call vote initiated by Mrs. Clubb; 7-0: Mr. Arnquist, yes; Mrs. Breck, yes; Mrs. Clubb, yes; Mrs. Grennan, yes; Dr. Hansen, yes; Mr. Hosseini, yes; and Mrs. O'Neil, yes.
- Mrs. O'Neil made a motion to approve the Dewberry renovation proposal. The motion was seconded. The motion was approved by a roll call vote initiated by Mrs. Clubb; 3-4: Mr. Arnquist, no; Mrs. Breck, no; Mrs. Clubb, yes; Mrs. Grennan, yes; Dr. Hansen, no; Mr. Hosseini, yes; and Mrs. O'Neil, no. Motion failed.
- Mrs. Porter was advised by the board to contact Dewberry to get a quote for a renovation proposal for Phase 1.

Unfinished Business: None

Adjournment: Mrs. O'Neil made a motion to adjourn the meeting at 6:36 pm. The motion was seconded and approved by a vote of 7-0.

Respectfully Submitted,
Beth Murbach
Recording Secretary

Approved December 8, 2021