

DECEMBER AGENDA

1. Call to Order – **Monday, December 2, 2019**, at 5:00 p.m. at the Library.
2. Roll Call

_____ Bates	_____ Fisher	_____ Roessler
_____ Eisenmayer	_____ Painter	_____ Russell
	_____ Pullen	
3. Minutes of November 4th meeting.
4. Financial Report for November.
5. Casey State Bank CD comes due Jan. 10, 2020, current rate is 2.5%. It will roll over with renewal.
6. Circulation for November.
7. Staff
8. Library Closed Dates 2020: Will the library be closed on Friday, July 3 with July 4<sup>th</sup> being on a Saturday?
9. Gingerbread House Decorating Days will held on Dec. 5<sup>th</sup>, Dec. 6<sup>th</sup> and Dec. 7<sup>th</sup>. On Nov. 18<sup>th</sup> Anita, Char (cut triangles for us ahead of time), Diana Russell, Judy Roessler, Kris Peterson, Lynn Ragar, Debbie Gillam, Sharon Hicks, Brenda and Mary made 320 gingerbread houses.
10. Open Meetings Act Designees have to complete the training every year – Anita will complete in January.
11. Goals
  - Community Survey
  - Strategic Plan
12. Energy Supplier for Ameren and Nicor – Agera Energy has filed Chapter 11 bankruptcy and have entered into an agreement to sell certain parts of Agera’s business, including the electric Service Contract(s), to Constellation NewEnergy, Inc. and natural gas Service Contract(s) to Constellation NewEnergy-Gas Division, LLC, for continued electricity and/or natural gas service by Constellation. After the December 2019 meter read, the electric and gas service agreement with Agera is expected to be assigned to Constellation. The rates, and terms and conditions of the current service agreement with Agera will not change and will remain in effect through the term of the agreement. Ameren – April 2017 to April 2020 and Nicor March 2019 to May 2021.

13. Policy – Drug-Free Workplace. On November 19<sup>th</sup> Director Smith listened to a webinar presented by HR Source “*Cannabis in the Workplace*”. HR Source senior legal counsel led the program and presented a drug-free workplace policy and a reasonable suspicion checklist. Vote to approve this policy.

14. Census 2020 - online

15. Other –

- 11-1-19 – Changed the day for the Bookmobile to go to Oquawka today because of the snow on 10-31-19.
- 11-4-19 – Sarah took the Bookmobile to Absolute Transportation to have the parts put on and the generator oil changed.
- 11-7-19 – Director Smith and Allaman listened by webinar to the RSA User’s Group meeting.
- 11-7-19 – Director Smith was invited to speak to the West Central Pre-K parents about 1000 Books Before Kindergaretn and the Dolly Parton Imagination Library program.
- 11-8-19 – Allied Pest Control tech was here for the semi-annual maintenance.
- 11-14-19 – RSA held a Basic Circulation workshop at our library with 5 in attendance 3 staff from our library and one from Galesburg PL
- 11-19-19- Baker had her 5 storytime children decorate a gingerbread house for us to use in the display case as examples.
- 11-19-19 – The Girl Scout Daisy troop visited the library this afternoon. Director Smith gave the girls a tour, they learned how to find a book, check it out and made a bookmark.
- 11-19-19 – Director Smith was invited to speak to the parents of the Oquawka Headstart children about the library and its services.
- 11-19-19 – Bob Lionberger of CCS delivered 2 new staff computers for the high school circulation counter and inter-library loan computer. He returned computer #7 that has not worked properly, and he helped with the projector and laptop as the remote for the projector was not working correctly.
- 11-20-19 – Guest speaker for the Book Discussion group was Sean Meyer, Belted Cow Orchard with 18 in attendance.
- 11-22-19– Stronghurst Christmas Walk – Sarah drove the Bookmobile decorated with Christmas lights and parked by Security Savings & Loan in the middle of the road with 136 people going inside to view the bookmobile, Director Smith set up a table in the Senior Center. Mary Allaman and Brenda Tee ran the popcorn machine, Tom Pullen and Judy Roessler helped Director Smith. The library held a drawing and gave away two adult ficton books, one adult fiction audio books and one children’s book.
- 11-22-19 – Director Smith called Bigger Electric to fix the light switches in the garage as one is not working and the other the switch has to be in middle position and the light on the outside entryway closest to the building is not working. Bigger had me call PQL to ask for a replacement bulb under warrenty, but they will not issue a replacement bulb until Bigger Electric determines it is the bulb.

- 11-23-19 – Director Smith spoke to the Delta Kappa Gamma teacher group in Stronghurst at the Lutheran Church. She presented a power point presentation, gave books talks and took several new books to view with 18 in attendance.
- 11-16-19 -Director had Hilligoss take both of the flags down for the winter.
- Santa Claus will be at the library on Sat. Dec. 14<sup>th</sup> at 10:00. Santa will read “Twas the Night Before Christmas” and we will serve chocolate milk, juice and donuts, and take the kids pictures with Santa.

Next meeting is January 6, 2020 at 5:00 p.m.