

OCTOBER AGENDA

1. Call to Order – **Monday, October 11, 2021**, at 5:00 p.m. at the Library.
2. Roll Call

_____ Bates	_____ Fisher	_____ Roessler
_____ Eisenmayer	_____ Painter	_____ Russell
	_____ Pullen	
3. Tax Levy Ordinance Number 21-4 – increase the proposed corporate and special purpose property taxes to be levied for FY2022 are \$302,000.00. This represents a 4.9% increase over the previous year. Vote
4. Minutes of September 13th Special Meeting for the Budget & Appropriations Ordinance 21-3.
5. Minutes of the September 13th Regular Meeting.
6. Financial Report for September.
7. Circulation for September.
8. CD – Raritan State Bank CD new maturity date will be 10/06/21. It will automatically renew at the maturity date and we can call after 10-6-21 for the new interest rate and annual percentage yield. Hilligoss will call area banks for rates. Vote.
9. Property Tax – 9-21-21 received the 3rd installment \$66,796.69
10. Policies
 - Hours of Operation – added the Fall/Winter Hours
11. ERATE
 - Director Smith returned form emailed on 9-13-21. Steve Futrell filed FCC Form 470 for E-rate for Funding year 2022 (July 1, 2022 – June 30, 2023)
12. Staff
 - Retirement: Director Smith (12-31-2022)
 - Director will hold individual meetings with each staff member the month of October to go over job duties, job performance and talked about ideas, concerns.
13. Rural Development Grant
 - Awarded the grant
 - 9-15-21 – Lynn Armstrong held a phone conference with Director Smith to go over the Letters of Conditions.
 - Director Smith is completing the forms
 - 9-22-21 – 9-24-21 - Brockway came to install the four furnace units.

14. ILA (Illinois Library Association) Conference to be held virtually – October 12 - 14, 2021 the theme this year is “*Breaking Down Barriers Building Up Communities*”. Library Director Smith is registered to attend.
15. ARSL (Association of Rural & Small Libraries) Conference “*The Biggest Little Library*” – Director Smith is registered to attend virtually October 20 – 23, 2021.
16. Pekin Insurance Company – Workers Comp Audit – Director Smith completed and emailed on 9-14-21.
17. RAILS
 - Find More Illinois (Inter-library loan resource) - 9-29-21 – All day staff training for Smith, Tee, Allaman, and Baker. Eric Bain, RAILS technology special projects coordinator taught the training.
18. Building Maintenance and Goals –
 - Two dedicated study rooms
 - Flooring in the main library in front of the circulation counter
 - Flooring in the children’s section
 - Backup Generator
 - Additional Parking
19. Other –
 - 9-1-21 – Tee started an adult basic computer class for 12 weeks with 15 in attendance.
 - 9-2-21 – Director Smith attended the webinar “Emergency Connectivity Fund”
 - 9-12-21 – Staff decorated a telephone pole on main street in Oquawka for the Fall Schuyler Street Stroll.
 - 9-13-21 – Adult Reading Program begins using the Readsquared app.
 - 9-14-21 – Pre-school storytime program begins using the Readsquared app
 - 9-15-21 – Adult speaker Meredith Alexander spoke to a group of 8 ladies about “Buzzard Glory Farm”.
 - 9-18-21 – Director Smith set up tables at the Stronghurst Fall Festival. Sold sale books, handed out 95 bags with our flyers, registered new users, gave away 6 books.
 - 9-25-21 – Cassidy took the bookmobile to the Oquawka Schuyler street stroll. Set up table and handed out 50 bags, registered new users, gave away 6 books.
 - 9-27-21 – Director Smith took to the Bookmobile to Absolute Transportation to have the generator oil changed.
 - 9-30-21 – NEW hours begin – Thursdays 9am – 8pm and Saturday 9am – 1 pm. Saturdays will be open during the lunch hour.
 - Sidewalk Book Sale was held Thursday Sept. 23rd 8am – 5pm, Friday September 24th 8-5 and Saturday Sept. 25th 8am – 2 pm. Very well attended.

Next meeting is November 1, 2021 at 5:00 p.m.