

**Sallie Logan Public Library
Board Meeting Minutes
December 7, 2017**

Vic Harris called the meeting to order at 6:01 p.m.

MEMBERS PRESENT: Sara Faye Marten, Madeline Steimle, Bill Center, Vic Harris, Debbie Martin, Don Gladden, Debbie Tindall, and Jan Kerr

MEMBERS ABSENT: Jeanne Goforth

VISITORS PRESENT: None

STAFF PRESENT: Loretta Broomfield, Library Director

MINUTES: Minutes from the previous meeting were reviewed. Motion made by Don Gladden to accept the minutes as amended with a second by Bill Center. All approved. Motion carried.

FINANCIAL REPORT: Reviewed and discussed.

STATISTICAL REVIEW: Reviewed and discussed.

OLD BUSINESS:

NEW BUSINESS: FY2018 Per Capita Grant Requirements:

Trustees to review:

- 1.) Chapter 12, "safety," of "serving Our Public 3.0: Standards for Illinois Public Libraries 2014" The Building and Grounds Committee will meet February 1, at 5:30pm to further discuss this chapter.
- 2.) Continuing Education focusing on safety in the library – Loretta will contact the Chief of Police and the Fire Marshal and request them to come into the library for a walk through. Loretta has received a bid through Security Alarm Corporation (who currently services the library alarms) for additional panic buttons. Each will cost \$75 plus the cost of a service call. Security Alarm has recommended switching to a cellular system (we currently use a landline system). There are some cost savings options for the service call and the install on a new system with a service contract. After meetings with the police and fire, we will review options again.
- 3.) Become familiar with services provided by the Illinois State Library Literacy Program. Loretta found out that in our area this was serviced through John A Logan College.
- 4.) Library System – Sexual Harassment Prohibition Policy was received by Loretta. She will update our policy to reflect the new state mandated changes and present it to the board for voting in January.

COMMITTEE REPORTS:

FINANCE COMMITTEE: Nothing.

BUILDING AND GROUNDS: Meeting 2/1 at 5:30pm

PERSONNEL: Nothing.

LONG RANGE GOALS: Meeting January 4th at 5:00pm to discuss questions for survey.

LIBRARY DIRECTOR'S REPORT: The director's report was read.

TRUSTEE COMMENTS: Further reporting on the 200th Illinois Bi-Centennial

Meeting adjourned at 7:30. Motion by Don Gladden, and seconded by Bill Center to adjourn.

Respectfully Submitted by Debora Martin, Secretary/Treasurer