

**Divernon Township Library  
Library Trustee Board Meeting  
Tuesday, January 5, 2021, 6:00P.M  
MINUTES**

The meeting was called to order at 6:00P.M.

Roll call: Jake Rettberg, Kathi Katcher, Linda Baer, Cory Goleman, Sharon Whitnall and Jane Emerson were present. Sue Covi was absent.

Recognition of Visitors. None

Public Comment. None

The minutes from meeting, December 1, 2020 were read. Motion was made by Kathi Katcher, seconded by Jake Rettberg to accept minutes as read. Motion carried.

Cory Goleman gave the treasurer's report. A motion was made by Jane Emerson, seconded by Kathi Katcher, to accept the minutes. Motion carried.

The trustees discussed several concerns about the restroom renovation: the placement of the tankless water heater, exposed pipes, and motion lights in bathroom. Tim Downen was emailed and has not responded about these problems. Jake Rettberg suggested keeping old water heater in furnace room.

The board discussed the estimates from Cleaning Guy and Williams Lane for professional cleaning. Jane Emerson made a motion to hire Williams Lane to clean carpets. Kathi Katcher seconded the motion. Motion carried. Trish will discuss with Stephanie Kaylor about her start date and cleaning duties.

Trish Austin reported that the closure of the library for cleaning purposes may not be necessary. She also reported that the new bookshelves will be delivered hopefully by January 15.

Discussion and protective cover/cabinet for new water heater, copper lines and meter boxes, also cover between two new windows on the exterior needs to be replaced. Already discussed.

Old Business: None

Executive Session: None

**Librarian's Report**

- A. Trish reported that they had spent \$445.77 from PPE grant of \$500.00 on cleaning supplies, etc. Receipts need to be turned in by February 1.
- B. Lorraine will set up patron computers and SimpliSafe camera.
- C. Melissa Layton will take care of snow removal.
- D. Monthly patron and materials checked out was low for the month.
- E. After the final walk-through of renovations is completed, Trish will contact Kevin Zimmerman from A1 Locks to replace all locks.

A motion was made by Jake Rettberg, seconded by Cory Goleman to adjourn. The next meeting will February 2, 2021.

Respectfully submitted,

Jane Emerson