

BLOOMINGTON PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING
Tuesday, December 21, 2021
5:30 p.m.

Community Room
205 E. Olive Street, Bloomington, IL 61701

Minutes

- I. Call to Order
President Westerhout called the meeting to order at 5:33 p.m.
- II. Roll Call
Trustees Present: Alicia Henry, Dianne Hollister, Van Miller, Susan Mohr, Catrina Parker, Matt Watchinski, Alicia Whitworth, Julian Westerhout

Trustees Absent: John Argenziano

Others Present: Jeanne Hamilton, Kathy Jeakins, Caprice Prochnow
- III. Introduction of Public
There were no public present.
- IV. Public Comment
There were no public comments.
- V. President's Report
President Westerhout stated that it has been a very active month. The City Council approved the tax levy and will formally approve the Bond in the Spring. There is still work to be done, such as a fair amount of fund raising, request for bids and the start of construction. President Westerhout thanked everyone for coming along on this journey, that it has been a long time coming.
- VI. Director's Report
Jeanne Hamilton shared that the library is in a unique position in regard to the OSHA emergency order to have a mandatory COVID-19 vaccination policy for businesses that have 100 or more employees. The library only has 75 employees, but we are considered part of the City so this should apply to us. In response, we have gathered the vaccine status, and out of 75 employees, there are three that are not vaccinated and four that did not submit. Those that did not submit, will be considered as not vaccinated. Jeanne stated if this gets through the courts prior to the next Board meeting, she will have to put an emergency policy in place and bring it to the Board for approval after the fact.
- VII. Fiscal Report Presentation
Kathy Jeakins, Business Manager, reported that the final Property Tax Distribution was received at the beginning of December. She went on to say that with the last distribution

amount of over \$198,000 plus the amount for Golden Prairie, this exceeded the budgeted amount of revenue for the year.

Kathy shared that through the end of November, the revenues and expenditures should be at 66.7%. She entertained questions

VIII. Consent Agenda

A. Approve Minutes of November 16, 2021 Regular BPL Board Meeting

B. Approve Bills List of November 2021

ALICIA WHITWORTH MOVED, MATT WATCHINSKI SECONDED, TO APPROVE THE CONSENT AGENDA. THE MOTION CARRIED UNANIMOUSLY.

IX. Approval Items

A. Approve Waiving the Competitive Bid Process for Property/Casualty Insurance

President Westerhout shared that the insurance costs are going up 10.86%.

Jeanne shared that since we do not yet have an official invoice, the resolution is listed with an "up to amount" to allow for a buffer. Since it will not be due until January 31, we will come back with this at the January meeting if any correction is needed.

VAN MILLER MOVED, MATT WATCHINSKI SECONDED, TO APPROVE THAT THE COMPETITIVE BID PROCESS BE WAIVED, AND THE LIBRARY DIRECTOR AUTHORIZE RENEWAL OF PROPERTY, LIABILITY, VEHICLE, UMBRELLA, AND DIRECTOR'S AND OFFICER'S INSURANCE PACKAGES THROUGH THE LIBRARIES OF ILLINOIS RISK AGENCY (LIRA) DUE JANUARY 31, 2022 IN THE AMOUNT OF UP TO \$42,000.00.

Ayes: Alicia Henry, Dianne Hollister, Van Miller, Susan Mohr, Catrina Parker, Matt Watchinski, Alicia Whitworth, Julian Westerhout

Nayes: None

Absent: John Argenziano

The motion carried unanimously.

B. Approve Illinois Libraries Present Intergovernmental Agreement

Jeanne shared that this was something that came out of the pandemic. Some libraries had gotten together to do some really big-name authors as virtual programs. Bloomington Public Library had participated in a few of these prior to the start of this cooperative and they went well.

There was some discussion on this.

VAN MILLER MOVED, ALICIA WHITWORTH SECONDED, TO APPROVE ILLINOIS LIBRARIES PRESENT INTERGOVERNMENTAL AGREEMENT. THE MOTION CARRIED UNANIMOUSLY.

C. Approve Resolution Authorizing the Director to Donate Historical Materials to the McLean County Historical Society

Jeanne shared that Noah Tang, who is a teacher at BHS and working on his Masters at ISU, has been interning here and organizing the library's historical materials. She went on to say that Noah had discovered a circular that advertised Frederick Douglass coming to the Bloomington Public Library, and WGLT recently did a story on this. This discovery prompted us to investigate ways to better archive our materials.

Jeanne stated that the Museum has archival storage that is climate controlled and would make the library historical materials accessible. She went on to say that they have policies that would allow organizations to borrow the materials back and display them if desired. Not only will this free up space in the library but make items more accessible and preserve them better.

DIANNE HOLLISTER MOVED, VAN MILLER SECONDED, TO APPROVE RESOLUTION AUTHORIZING THE DIRECTOR TO DONATE HISTORICAL MATERIALS TO THE MCLEAN COUNTY HISTORICAL SOCIETY. THE MOTION CARRIED UNANIMOUSLY.

X. Discussion Items

A. Per Capita Grant Requirements

Jeanne stated that this is the last batch to review and very pleased as able to check all of the boxes this time. She plans to record a virtual tour of library before the end of this fiscal year. This will be timely in order to capture the history of the building before the expansion.

Jeanne shared that the Golden Prairie Board Orientation packet was reviewed and updated this year and the goal is to have reviewed and updated the BPL Board Orientation packet by the end of April.

Jeanne stated that we are a little under for “open” hours but that is something to look closer at after COVID and the expansion/renovation is complete.

B. Library Expansion and Capital Campaign

Jeanne shared that we received a \$5.6M Grant from the State and there has been an uptick in the capital campaign. Jeanne stated that she and Caprice have been working on the architect side of things and went to the Merchandise Mart in Chicago to look at furniture. She went on to say that request for bids should go out by the end of January.

President Westerhout shared that it was really gratifying to have so many come out in favor of the library at the Truth and Taxation Hearing. He went on to say that a debt of gratitude is owed to Tim Gleason, City Manager, who has been a big proponent of the library.

XI. Comments from Board of Trustees

Dianne Hollister stated as a patron, that she is thankful for this library. It is so refreshing to see patrons using the library and all of the wonderful programs that are offered. She is so proud of this library!

Dianne Hollister shared that her husband attended the program that Mimi held on Cutting the Cord and was really appreciative. She suggested maybe in the future, that there could be a Tech Tutor Session for Seniors.

Alicia Whitworth shared her appreciation for the librarians that are so kind and helpful to her children.

President Westerhout shared his appreciation for the electronic resources as he found the Consumer Reports very helpful in selecting a product for a home project.

Alicia Henry stated that the library has a great diversity of services here at the library. She went on to say that at every opportunity, we should promote all of the services that we offer. Van Miller gave kudos to President Westerhout, Jeanne and the Board for all of their hard work in getting us to this point.

XII. Adjournment

DIANNE HOLLISTER MOVED, VAN MILLER SECONDED, TO ADJOURN THE MEETING. THE MOTION CARRIED UNANIMOUSLY.

President Westerhout adjourned the meeting at 6:15 p.m.