

BLOOMINGTON PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING

Tuesday, December 20, 2022
5:30 p.m.

Osborn Room
Bloomington Police Department
305 S East St, Bloomington, IL 61701

Minutes

- I. Call to Order
Julian Westerhout, President, called the meeting to order at 5:30 p.m.
- II. Roll Call
Trustees Present: John Argenziano, Alicia Henry, Dianne Hollister, Van Miller, Catrina Parker, Matt Watchinski, Julian Westerhout

Trustees Absent: Alicia Whitworth

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 since the last Board meeting, he and Jeanne had a number of meetings with City staff and Council members regarding the approval of the levy, which did get approved.
- VI. Director's Report
Jeanne Hamilton pointed out that it is the one-year anniversary of the online card renewal process, and over 500 users have taken advantage of this process.
Jeanne shared that the opening of the 1977 cornerstone was recorded and posted on the library's Facebook page. She listed some of the things that were in the box. Jeanne read a letter that Jim Whitehead, Library Director in 1977, had slipped into the box.
She shared that there will be a time capsule for this building but will be installed somewhere inside of the building.
- VII. Fiscal Report Presentation
Kathy Jeakins, Business Manager, reported that through the end of November, the expenditures and revenues should be at 58.3%. She went on to say the last Property Tax distribution was received in the amount of \$112,568.
She entertained questions.
- VIII. Consent Agenda
 - A. Approve Minutes of November 15, 2022 Regular BPL Board Meeting
 - B. Approve Bills List of November 2022

CATRINA PARKER MOVED, MATT WATCHINSKI SECONDED, TO APPROVE THE CONSENT AGENDA. THE MOTION CARRIED UNANIMOUSLY.

IX. Approval Items

A. Approve Letter of Intent to Work with Straight Up Solar

Jeanne shared that this was talked about last month and that she had been asked to do further research. She went on to say that after the additional research, it is her recommendation to move forward with Straight Up Solar. Jeanne had included information in the packet about 4 solar panel vendors, 3 of which Ecology Action had worked with previously.

The trustees were appreciative of the additional research compiled.

JOHN ARGENZIANO MOVED, VAN MILLER SECONDED, TO APPROVE LETTER OF INTENT TO WORK WITH STRAIGHT UP SOLAR.

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

Nays: None

Absent: Alicia Whitworth

THE MOTION CARRIED UNANIMOUSLY.

B. Approve Transfer of Funds to the City of Bloomington for Debt Service Payment

Jeanne shared that the bond repayments are levied a year in advance, are held in the bank account for a year, and then transferred to the City. The transfer will be completed before the end of the fiscal year. Jeanne stated that at the time of last year's levy, it was not known what the interest rate or the first year's total payment amount would be. The payments were estimated to be around \$850,000 and the levy was approved at that amount. \$845,000 was the actual collection amount. The difference between the taxes collected and the true amount necessary for the first year's repayments will also require a transfer from the library capital reserve fund.

Jeanne stated that going forward, if there are no objections, the annual debt service transfers to the City, will not be brought before the Board as this was essentially approved in the levy request. The primary motivation of this action item is to approve the additional transfer from the capital reserve fund.

MATT WATCHINSKI MOVED, CATRINA PARKER SECONDED, TO APPROVE TRANSFER OF FUNDS IN THE AMOUNT OF \$969,149.16 TO THE CITY OF BLOOMINGTON FOR DEBT SERVICE PAYMENT.

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

Nays: None

Absent: Alicia Whitworth

THE MOTION CARRIED UNANIMOUSLY.

C. Approve Revisions to the Purchasing Policy

Jeanne shared that some clarification was needed for some questions that we have run into in the past with advertising costs and some maintenance contracts. She went on to say that there are municipal purchasing agreements that were reflected in a lower

category but are legally allowable in a higher price category. This change will help with upcoming furniture purchase approvals. Jeanne stated that there have also been issues with multi-month agreements, so multi-month was lumped in with the multi-year. There was some discussion on the "multi-month" language being added to the purchasing policy. It was decided to approve the proposed changes to the purchasing policy with the language referring to multi-months stricken. Instead, the language will remain as "Multi-year agreements or leases".

VAN MILLER MOVED, CATRINA PARKER SECONDED, TO APPROVE REVISIONS TO THE PURCHASING POLICY EXCEPT FOR THE MULTI-MONTH REVISION.

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

Nays: None

Absent: Alicia Whitworth

THE MOTION CARRIED UNANIMOUSLY.

X. Discussion Items

A. Library Expansion and Capital Campaign

Jeanne shared that the capital campaign has slowed down a bit, but monies are still coming in.

Jeanne shared that construction continues to move right along. She urged the trustees to look out the window to see the progress of the north stairwell and elevator shaft leading to the third floor.

B. Per Capita Grant Requirements

Jeanne shared that all the boxes were checked in this section, except for having a podcast. She went on to say that she had previously recorded a pre-construction walk-thru of the building for the Board that will be included in the Orientation packet. Another video will be produced after the building is finished.

XI. Comments from Board of Trustees

Susan Mohr, Library Media Specialist at Sheridan School, shared that she has been fortunate to have Children's Librarian, Alex, come to the school to do a few Books and Bites programs. Catrina Parker shared that in her role at Children's Home & Aid, she has been promoting the library to her clients. She went on to say that she brought a family to the Junction for their first story time.

The trustees agreed that the Outreach programs being held during construction have been great and established good community partnerships.

Dianne Hollister is thankful for the staff and books available that she checked out this past semester for a class that she taught at Bradley.

XII. Adjournment

SUSAN MOHR MOVED, MATT WATCHINSKI SECONDED, TO ADJOURN THE MEETING. THE MOTION CARRIED UNANIMOUSLY.

President Westerhout adjourned the meeting at 6:09 p.m.