

BLOOMINGTON PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING

Tuesday, December 20, 2016

5:30 p.m.

William C. Wetzel Reading Room
205 E. Olive Street, Bloomington, IL 61701

Minutes

- I. Call to Order
President Koos called the meeting to order at 5:33 p.m.
- II. Roll Call
MEMBERS PRESENT: Alex Cardona, Van Miller, Mike Raikes, Whitney Roberson, Julian Westerhout, Alicia Whitworth, Carol Koos

MEMBERS ABSENT: Alicia Henry, Robert Porter

OTHERS PRESENT: Jeanne Hamilton, Kathy Jeakins, Caprice Prochnow
- III. Introduction of Public
President Koos introduced those present.
- IV. Public Comment
There were no public comments.
- V. Highlight of Library Services
Presentation of District 87 Student Cards
Laura Golaszewski, Circulation & Outreach Manager, gave a presentation on the District 87 Student Card outreach effort. She shared that it has been successful, and how families of students are now coming in to use the Library. Along with this, she shared that Bloomington and Normal libraries are in collaboration on a Unit 5 Student Card outreach effort. She entertained questions.
- VI. Consent Agenda
 - A. Recommend Approval of Minutes of November 15, 2016 Regular BPL Board Meeting
 - B. Recommend Approval of Bills List of November 2016
JULIAN WESTERHOUT MOVED, ALEX CARDONA SECONDED, TO APPROVE THE CONSENT AGENDA. THE MOTION CARRIED UNANIMOUSLY.
- VII. President's Report
President Koos reported that she and Director Hamilton met with Ed Barry, Peoria Public Library Board President and Leann Johnson, Peoria Public Library Director to discuss collaborating on future programs.
President Koos shared that in reading the Department reports included each month in the packet, she is impressed with all that staff gets accomplished. She encouraged the Trustees

to read these, as it is educational for them, and the more they are aware of what staff is doing, the more effective the Board can be at their job to assist staff.

VIII. Director's Report

Director Hamilton stated that following the Consumer Reports presentation last month there were questions about how often this service was used. She shared that this fiscal year, each month there were an average of 95 site visits, and an average of 1,222 page views. So, this means that with the cost paid for this service, it comes to \$2.11 per visit and 16 cents per page view.

Director Hamilton stated that a customer had asked her to share with the Board that he disagreed with the Library being closed on Christmas Eve as we are a public entity, and we should be open to the public.

Director Hamilton stated that she and President Koos met with the Farnsworth Group in which they reviewed a draft of the Conceptual Site Design and Conceptual Building Design. She went on to say that if any of the Trustees would like to review these, she can meet with them individually to go over the designs. Director Hamilton stated that she will be sharing these with the Department Managers after the holidays to get their feedback. There was some discussion on this.

IX. Fiscal Report Presented by Kathy Jeakins, Business Manager

Kathy Jeakins, Business Manager, reported that the final Property Tax Distribution was received in late November, which brought us a little more than \$10,000 short. She continued, that this is a little higher shortage than what we have had in the past, and this coupled with the \$35,000 reduction from the State, the Revenue is being watched. Kathy stated that with the Expenditures, we are also underspent, and this will continue to be a trend this fiscal year as we are not paying the salaries along with benefits that were projected a year ago. She assured the Trustees that we are in good shape. She entertained questions.

X. New Business

A. Recommend Approval of Revision of Section 2 of Foundation Board Bylaws

Director Hamilton reviewed that the proposed revision to the Foundation Bylaws last month were that a minimum of 3 Trustees serve on the Foundation Board rather than 1/3 of the total members.

MIKE RAIKES MOVED, ALEX CARDONA SECONDED, TO APPROVE THE REVISION OF SECTION 2 OF THE FOUNDATION BOARD BYLAWS. THE MOTION CARRIED UNANIMOUSLY.

B. Recommend Approval of Waiving Bid Process for Use of Grant and Donation Funds for Bloomington Reads Author Visit

Director Hamilton stated that included in the packet are quotes from four different authors being considered for Bloomington Reads. She went on to say, that this is a program that we have done for many years, and we usually choose a book, and then surround it with programming about the book, that usually lasts about a month. Director Hamilton shared that this year, we wanted something that was going to have a high impact, and "Devil in the White City" by Erik Larson was chosen as a movie is coming out soon, and there are a lot of great programming options to tie in with this book. She went on to say that they plan to use Per Capita Grant monies, and ask both Golden Prairie Public Library District and Foundation Board for donations as well.

There was some discussion on the final event Erik Larson as to the venue, having a reception beforehand, etc..

ALEX CARDONA MOVED, VAN MILLER SECONDED, TO APPROVE WAIVING THE BID PROCESS FOR USE OF GRANT AND DONATION FUNDS FOR BLOOMINGTON READS AUTHOR VISIT WITH A TOTAL AMOUNT NOT TO EXCEED \$26,600.00.

AYES: Alex Cardona, Van Miller, Mike Raikes, Whitney Roberson, Julian Westerhout, Alicia Whitworth, Carol Koos

NAYES: None

ABSENT: Alicia Henry, Robert Porter

THE MOTION CARRIED UNANIMOUSLY.

C. Recommend Approval of Waiving Bid Process for Payment of Property, Umbrella, Vehicle, Worker's Compensation, and Director's and Officer's Insurance Packages for 2017

Director Hamilton stated that this is basically our liability insurance for the year, and this is a continuation of a previous relationship with Van Gundy as our broker for each policy. She went on to say that next year, we plan to seek bids for our insurance packages.

VAN MILLER MOVED, ALEX CARDONA SECONDED, TO APPROVE WAIVING THE BID PROCESS FOR PAYMENT OF PROPERTY, UMBRELLA, VEHICLE, WORKER'S COMPENSATION, AND DIRECTOR'S AND OFFICER'S INSURANCE PACKAGES FOR 2017 IN THE AMOUNT OF \$43,354.00.

AYES: Alex Cardona, Van Miller, Mike Raikes, Whitney Roberson, Julian Westerhout, Alicia Whitworth, Carol Koos

NAYES: None

ABSENT: Alicia Henry, Robert Porter

THE MOTION CARRIED UNANIMOUSLY.

XI. Comments from Board of Trustees
There were no comments from Trustees.

XII. Adjournment

VAN MILLER MOVED, WHITNEY ROBERSON SECONDED, TO ADJOURN THE MEETING. THE MOTION CARRIED UNANIMOUSLY.

President Koos adjourned the meeting at 6:20 p.m.