BLOOMINGTON PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING

Tuesday, December 17, 2019
5:30 p.m.

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

Minutes

I. Call to Order
President Westerhout called the meeting to order at 5:31p.m.

II. Roll Call

Trustees Present:	John Argenziano, Alicia Henry, Dianne Hollister, Van Miller, Susan Mohr, Catrina Parker, Matt Watchinski, Alicia Whitworth, Julian Westerhout
Trustees Absent:	None
Others Present:	Jeanne Hamilton, Kathy Jeakins, Caprice Prochnow

III. Introduction of Public

IV. Public Comment
There were no public comments.

V. President's Report
President Westerhout reported that he and Jeanne Hamilton were interviewed about the library expansion and it was aired on WGLT's Sound Ideas. So far, there has been positive public feedback. Along with this, Jeanne had an interview with The 21st Show (an Illinois Public Media show that also airs on WGLT) yesterday, on the Fresh Start program and received positive feedback from this as well.

VI. Director's Report
Jeanne stated that she followed up with the Webmaster regarding the Online Resources being much lower than last year. Jeanne explained that the current statistics reflect much more accurately as the Webmaster started pulling out hits from foreign bots and IP addresses about a year ago, as these really shouldn't be included. Since this was started about a year ago, there should be more accurate comparisons going forward.
Jeanne shared that the library will be joining a new consortium called Find More Illinois, which is a group of libraries in Illinois that share resources. This will be a separate link in the catalog, that a person will be directed to, if Bloomington Public Library does not have an item that they are searching for.
Jeanne shared that the "Autorenewals" will be rolled out during National Library Week, which is the third week of April.
Jeanne stated that Lynda.com was purchased by LinkedIn, and now there are some privacy concerns as Lynda accounts now automatically connect to LinkedIn and others can view what has been accessed on Lynda. She shared that a lot of libraries are starting to drop the service,

including Normal Public Library. Jeanne stated that since this is such a valuable resource, the preference of Bloomington Public Library staff is not to get rid of it at this point. She went on to say that Lynda has added a cancellation clause to the contract, so the contract can be opted out of, mid-year if additional, unsatisfactory changes are made. The purchasing policy threshold allows staff to make a renewal decision. But with this resource getting some public attention, Jeanne asked if the Board preferred that they or the staff make the renewal decision. The consensus was for staff to make the decision.

VII. Fiscal Report Presentation

Kathy Jeakins, Business Manager, reported that the Per Capita money has been released and it was deposited in the Library's Illinois Funds account on November 27, so when you add that into the November figures on the Fiscal Report, that brings the revenues to 99.7. She went on to say that through the end of November, both revenues and expenditures should be at 58%. She entertained questions.

VIII. Consent Agenda

A. Approve Minutes of November 19, 2019 Regular BPL Board Meeting

B. Approve Bills List of November 2019

Alicia Whitworth moved, Dianne Hollister seconded, to approve the consent agenda. The motion carried unanimously.

IX. Action Items

A. Approve Waiving Three Quote Requirement for Property/Casualty Insurance

Jeanne Hamilton shared that this is an insurance pool that offers reduced costs, and this is the third year that we have been a part of this. She went on to say that costs have stayed relatively level.

Matt Watchinski moved, John Argenziano seconded, to approve waiving the three-quote requirement and authorize the Library Director to renew the Library's insurance packages for Property/Casualty through the Libraries of Illinois Risk Agency (LIRA) due January 1, 2020 in the amount of $27,402.00.

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

Nayes: None

Absent: None

The motion carried unanimously.

B. Approve Personnel Code Updates

Jeanne Hamilton shared that there were a few minor changes to the policy, some to do with upcoming law changes.

Matt Watchinski moved, Alicia Whitworth seconded, to approve Personnel Code updates. The motion carried unanimously.

C. Approve Firms to be Interviewed for Request For Qualifications for Architectural Services

President Westerhout proposed a few different ways to figure out which way to get the firms narrowed down to three to five firms to be interviewed.

Each of the Trustees shared their top 3 picks and once the top firms were determined, a discussion was had on how many of the top picked firms to interview.

Catrina Parker departed at 6:05 p.m.

Van Miller moved, Alicia Whitworth seconded, to approve interviewing Enberg Anderson, Michael Barnes & Gensler Architects, Dewberry, and Sheehan Nagle Hartray as the four firms to be interviewed.

The motion carried unanimously.

D. Approve Dates for Request For Qualifications for Architectural Services Interviews
Jeanne Hamilton stated that since four firms have been chosen, the decision needs to be made whether to do all of the interviews together or split them up. If all of them are interviewed on the same day, a Saturday should be chosen, otherwise, weeknights could be chosen if done separately. Typically, the interviews are conducted, and then there is Board discussion afterwards.

Van Miller moved, Alicia Whitworth seconded, to approve Saturday, January 11 starting at 9:30 a.m. for the Architect Interviews and discussion.
The motion carried unanimously.

X. Discussion Items

A. Discuss Library Expansion, including the process for Architect Interviews
Jeanne Hamilton shared that last time this was done each firm was given four questions to answer as part of their presentation. She shared the questions previously used, and there was discussion on using these questions, rewording a bit or coming up with new questions. There was consensus on the questions to be used. Each interview will be based on a 20-minute presentation and 15 minutes for questions, with total of 45 minutes between each interview start time.

Alicia Whitworth departed the meeting at 6:56 p.m.

XI. Comments from Board of Trustees

Alicia Henry asked what project cost we are estimating for an expansion. There was some discussion on this.

XII. Adjournment

Van Miller moved, Matt Watchinski seconded, to adjourn the meeting. The motion carried unanimously.

President Westerhout adjourned the meeting at 7:02 p.m.