BLOOMINGTON PUBLIC LIBRARY

BOARD OF TRUSTEES MEETING

Tuesday, December 15, 2015
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 5:32 p.m.

II. Roll Call

MEMBERS PRESENT:	Alex Cardona, Emily Kelahan, Van Miller, Susan O'Rourke, Robert Porter, Mike Raikes, Julian Westerhout, Carol Koos
MEMBERS ABSENT:	Whitney Thomas
OTHERS PRESENT:	Kathy Jeakins, Terry Lindberg, Patricia Marton, Caprice Prochnow, Carol Torrens, Gayle Tucker

III. Introductions
President Koos introduced those present.

IV. Public Comment
Patricia Marton, resident, made a statement regarding libraries with a safe environment for senior citizens.

V. Approval of Minutes

A. November 17, 2015
SUSAN O'ROURKE MOVED, MIKE RAIKES SECONDED, TO APPROVE THE MINUTES FROM THE NOVEMBER 17, 2015 MEETING. THE MOTION CARRIED UNANIMOUSLY.

B. December 1, 2015
JULIAN WESTERHOUT MOVED, VAN MILLER SECONDED, TO APPROVE THE MINUTES FROM THE DECEMBER 1, 2015 MEETING. THE MOTION CARRIED UNANIMOUSLY.

C. December 8, 2015

ROBERT PORTER MOVED, VAN MILLER SECONDED, TO APPROVE THE MINUTES FROM THE DECEMBER 8, 2015 MEETING. THE MOTION CARRIED UNANIMOUSLY.

VI. President's Report

President Koos stated that the RFP for a Director Search firm is ready to be published on Friday, and that the only modifications to the document were Board approved edits and typos that Susan O'Rourke and Johanna Sneed discovered.

President Koos shared that she will be meeting with Ed Barry from Farnsworth to get his recommendations on the Expansion Study. She went on to say, that both he and Director Bouda had advised putting the Needs Assessment on hold until a permanent Director is hired as the Director has important input on the final document. There was some discussion on this.

President Koos shared that on Monday, December 21, she and Carol Torrens, AS Manager, will be giving a report on FY15 for Bloomington Public Library to the City Council.

VII. Director's Report

A report was not given.

VIII. Fiscal Report

Kathy Jeakins stated that we should be at 58%, our total Revenues are over 99% and total Expenditures are at 55%. She went on to say, that the final Property Tax Distribution was received, and the total received for the fiscal year was a little under $2,000 of the projected amount.

IX. Approval of Bills

MIKE RAIKES MOVED, ALEX CARDONA SECONDED, TO APPROVE THE BILLS LIST FROM NOVEMBER 2015. THE MOTION CARRIED UNANIMOUSLY.

X. Committee Reports and Discussion

A. Budget & Personnel

The Budget & Personnel Committee did not meet.

B. Planning, Policies & Programs (3 P's)

The 3 P's Committee did not meet. Emily Kelahan stated that she would like to call a meeting on February 3, 2016. She went on to say, that between now and then, she has duties to assign correlative to the various parts of the Strategic Plan.

President Koos asked that the Committee also look at developing standardized roles for committees.

C. Bookmobile Ad Hoc Committee

The Bookmobile Ad Hoc Committee did not meet. Alex Cardona stated that the Committee plans to meet in January as they will be welcoming a few new members. He went on to say, that they will be focusing on a Mission statement, community survey, and updated results on the new west side stops.

XI. Executive Session to Discuss Salary/Start Date for Interim Director

ROBERT PORTER MOVED, VAN MILLER SECONDED, TO GO INTO EXECUTIVE SESSION TO DISCUSS THE SALARY AND START DATE FOR THE INTERIM DIRECTOR.

AYES: ALEX CARDONA, EMILY KELAHAN, VAN MILLER, SUSAN O'ROURKE, MIKE RAIKES, JULIAN WESTERHOUT, CAROL KOOS

NAYES: NONE

ABSENT: WHITNEY THOMAS

THE MOTION CARRIED UNANIMOUSLY.

At 5:56 p.m., the Board went into Executive Session.

JULIAN WESTERHOUT MOVED, VAN MILLER SECONDED, TO RESUME REGULAR SESSION.

AYES: ALEX CARDONA, EMILY KELAHAN, VAN MILLER, SUSAN O'ROURKE, ROBERT PORTER, MIKE RAIKES, JULIAN WESTERHOUT, CAROL KOOS

NAYES: NONE

ABSENT: WHITNEY THOMAS

THE MOTION CARRIED UNANIMOUSLY.

At 7:07 p.m., the Board resumed regular session. President Koos stated that no action was taken during Executive Session.

XII. New Business

A. Approve Salary/Start Date for Interim Director

ROBERT PORTER MOVED, ALEX CARDONA SECONDED, TO APPROVE THE CONSULTING SERVICES AGREEMENT WITH COMPENSATION AT $85.00 PER HOUR AND THE REST OF THE AGREEMENT AS PRESENTED, INCLUDING THE START DATE OF DECEMBER 16, 2015.

AYES: ALEX CARDONA, EMILY KELAHAN, VAN MILLER, ROBERT PORTER. MIKE RAIKES, JULIAN WESTERHOUT, CAROL KOOS

NAYES: SUSAN O'ROURKE

ABSENT: WHITNEY THOMAS

THE MOTION CARRIED.

XIII. Unfinished Business

A. Discuss Progress on Finding a Facilitator for Developing Goal #1 of Strategic Plan
President Koos stated that this had been on hold, but now that an Interim Director is in place, the search for a facilitator for this can begin again.
There was some discussion on this, and the consensus was that President Koos and Emily Kelahan, 3 P's Chairwoman, would meet with Interim Director, Terry Lindberg, in order to apprise him of what has transpired on this, and to get his professional assessment on how that process should unfold.

B. Discussion of Electronic Communication Among Board Members
Susan O'Rourke stated that this issue may have been resolved, but in order to confirm this, she asked that the Trustees reply "received" to any "test" emails that they may receive from either her or Caprice Prochnow. There was some discussion on this, and Caprice Prochnow suggested that when she sends an email to the Trustees that she will ask for a "delivery and/or read receipt" to verify receipt.

C. Discussion on Purpose of Committee Meetings
This issue has been resolved.

XIII. Comments from Board Trustees

Robert Porter stated that he is very pleased that the Board has selected Terry Lindberg as Interim Director, as Terry comes to the Library with a wide variety and breadth of public sector service. He went on to say that the Library will be very well served by him and the Board looks forward to working with him.

Terry Lindberg shared his list of possible areas of focus which include: Board Governance (Strategic Plan and Committee structure), Board/Staff relations (communications), Major Projects (Director Search and Farnsworth Needs Assessment).

Susan O'Rourke stated that in reviewing the November 17 Minutes, it is her understanding that both a facilitator and the 3 P's Committee will be addressing the purpose of committee meetings.

XIV. Adjournment

VAN MILLER MOVED, JULIAN WESTERHOUT SECONDED, TO ADJOURN THE MEETING. THE MOTION CARRIED UNANIMOUSLY.

President Koos adjourned the meeting at 7:23 p.m.