BLOOMINGTON PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING

Tuesday, September 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 5:32 p.m.

II. Roll Call

Trustees Present:	John Argenziano, Alicia Henry, Susan Mohr, Catrina Parker, Matt Watchinski, Alicia Whitworth, Julian Westerhout
Trustees Absent:	Dianne Hollister, Van Miller
Others Present:	Jeanne Hamilton, Kathy Jeakins, Caprice Prochnow, Jon Whited

III. Introduction of Public
There were no public present.

IV. Public Comment
There were no public comments.

V. President's Report
President Westerhout discussed the recent Pantagraph article, regarding the Library expansion. He went on to say, that there is no update from the City on the expansion, although he and Director Hamilton have a meeting with Tim Gleason on Thursday, September 26.

VI. Director's Report
Director Hamilton reported that this summer, the Library had partnered with District 87 again for the summer lunches, and there were about 70 that attended each day. This year, the lunches were served in the Children's Department rather than the Community Room. Director Hamilton shared that one of the staff, Caitlyn Cline received a Conference Attendance Award Scholarship for the American Bookmobile and Outreach Services conference.
Director Hamilton stated that the Thelma Breen plaque dedication will be at 5:15 p.m. on October 15, right before the Board meeting. This will be held right outside of the Story Room, that is in the northeast corner of Children's.

VII. Fiscal Report Presentation

Kathy Jeakins, Business Manager, reported that the Revenues and Expenditures should be at 33%. A Property Tax Distribution was received at the end of August. The Revenues were at 67% and the Expenditures were a little over 31%. She entertained questions.

VIII. Consent Agenda

A. Approve Minutes of August 20, 2019 Regular BPL Board Meeting

B. Approve Bills List of August 2019

JOHN ARGENZIANO MOVED, ALICIA WHITWORTH SECONDED, TO APPROVE THE CONSENT AGENDA. THE MOTION CARRIED UNANIMOUSLY.

IX. Action Items

A. Approve Amendments to the FOIA Policy

Director Hamilton shared that Alicia Henry had noticed a lot of items were outdated in the FOIA policy that was on the website. She went on to say that she made the changes as neutral as possible, so this would not need to be updated all of the time.

MATT WATCHINSKI MOVED, ALICIA WHITWORTH SECONDED, TO APPROVE THE AMENDMENTS TO THE FOIA POLICY. THE MOTION CARRIED UNANIMOUSLY.

B. Approve Competitive Bid for Automated Sorter Replacement

Director Hamilton shared that it is time for a new sorter, and that currently the annual maintenance for the sorter is approximately $10,000, and there are challenges with the vendor. She went on to say that a Request for Bid was put out. Three bids were received and Envisionware's bid was really good. Director Hamilton stated that a five-bin sorter is in place now, and she would like to recommend a 10-bin sorter. She went on to say that in the current space, it may not be possible to utilize all 10 bins immediately, but it would be more cost effective to install the 10-bin sorter now than to add the bins later. Director Hamilton shared that this system offers a staff induction, so both staff and customers may input into the sorter at the same time.

Jon Whited shared that the current sorter has brushes for sorting rather than rollers that would be available on the Envisionware system.

She entertained questions.

MATT WATCHINSKI MOVED, JOHN ARGENZIANO SECONDED, TO APPROVE COMPETITIVE BID FOR AUTOMATED SORTER REPLACEMENT IN THE AMOUNT OF $92,817.08 TO ENVISIONWARE.

AYES: John Argenziano, Alicia Henry, Susan Mohr, Catrina Parker, Matt Watchinski, Alicia Whitworth, Julian Westerhout

NAYES: None.

ABSENT: Dianne Hollister, Van Miller

THE MOTION CARRIED UNANIMOUSLY.

X. Discussion Items

A. Library Expansion

President Westerhout stated that all that he had to input was included in President's report. There was some discussion.

XI. Comments from Board of Trustees

Director Hamilton shared notes that Dianne Hollister offered from the RAILS Board meeting. Susan Mohr shared that lately, she has been receiving more emails from the Library about items being renewed or how much money she has saved by using the Library. Jon Whited stated that the "how much you saved" feature gets activated when desk staff checks someone out. This feature is not yet in place on the self-checks.

XII. Adjournment

ALICIA WHITWORTH MOVED, JOHN ARGENZIANO SECONDED, TO ADJOURN THE MEETING. THE MOTION CARRIED UNANIMOUSLY.

President Westerhout adjourned the meeting at 6:08 p.m.