BLOOMINGTON PUBLIC LIBRARY

BOARD OF TRUSTEES MEETING

Tuesday, September 15, 2015

5:15 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 5:19 p.m.

II. Roll Call

MEMBERS PRESENT:	Emily Kelahan, Van Miller, Susan O'Rourke, Robert Porter, Whitney Thomas (arrived at 5:32 p.m.), Carol Koos
MEMBERS ABSENT:	Alex Cardona, Mike Raikes
OTHERS PRESENT:	Georgia Bouda, Austin Grammer (City of Bloomington Economic Development Coordinator), Lynn Gray (GPPLD), Joe Haney, Ruth Haney, Kathy Jeakins, Maria Nagle(Pantagraph), Caprice Prochnow, Marcie Schaffer, Carol Torrens

III. Introductions
President Koos introduced the guests present.

IV. Public Comment
There were no public comments.

V. Approval of Minutes
A. August 18, 2015
VAN MILLER MOVED, JULIAN WESTERHOUT SECONDED, TO APPROVE THE MINUTES FROM THE AUGUST 18, 2015 MEETING. THE MOTION CARRIED UNANIMOUSLY.

B. August 25, 2015
SUSAN O'ROURKE MOVED, VAN MILLER SECONDED, TO APPROVE THE MINUTES FROM THE AUGUST 25, 2015 MEETING. THE MOTION CARRIED UNANIMOUSLY.

C. September 1, 2015

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

VI. President's Report

President Koos thanked the Trustees for attending the two Strategic Plan sessions and for their positive input.

President Koos asked the Trustees if everyone has a copy of the Parliamentary Procedures that she had distributed at the last regular Board meeting. She went on to review the basics of Robert Rules.

VII. Director's Report

Director Bouda shared that the 25th anniversary of Golden Prairie Public Library District will be celebrated tomorrow on the patio. She and GPPLD Board President Lynn Gray attended the City Council meeting last night and received a Proclamation that was presented by the Mayor.

Director Bouda shared that a group from Farnsworth were on site this morning to walk through the building to start the process of the study. Ed Barry from Farnsworth would like to get a date set for the Community Meeting. Director Bouda stated that this could possibly be held on Thursday, October 29 with a start time of 6:00 or 7:00 p.m. There was some discussion on this and the consensus was to hold the meeting in the community room, to send out invites to different members of the community as well as have the meeting open to others that may want to attend.

VIII. Fiscal Report

Kathy Jeakins shared a Property Tax Distribution was received at the end of August and since then we have received another one. She entertained questions.

IX. Approval of Bills

WHITNEY THOMAS MOVED, JULIAN WESTERHOUT SECONDED, TO APPROVE THE BILLS LIST FROM AUGUST 2015. THE MOTION CARRIED UNANIMOUSLY.

X. Committee Reports and Discussion

A. Budget & Personnel

The Budget & Personnel Committee did not meet.

Chair Robert Porter shared that review of the Budgets is coming up and he is planning on calling a meeting on Tuesday, September 22 at 5:30 p.m. as well as on the standing meeting date.

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

The 3 P's Committee did not meet.

C. Nominating

1. Recommend Approval of Nomination for Vice President

Chair Robert Porter stated that the committee met a few weeks ago to consider nominations to fill the vacancy of Vice President and the committee recommends Van Miller to fill the remainder of the term that will end on April 30, 2016.

ROBERT PORTER MOVED, NO SECOND NEEDED, TO RECOMMEND THE APPOINTMENT OF VAN MILLER FOR THE POSITION OF VICE PRESIDENT OF THE BPL BOARD. THE MOTION CARRIED UNANIMOUSLY.

XI. New Business

A. Waive Three-Quote Requirement for Payment of Annual Maintenance for Security Gates and RFID Pads

Director Bouda reviewed that this is for the annual maintenance for our security gates at both entrances and the RFID pads used for tagging and checking in items. She went on to say that this has to be done with Bibliotheca as they are the vendor for these items.

SUSAN O'ROURKE MOVED, VAN MILLER SECONDED, TO WAIVE THREE-QUOTE REQUIREMENT FOR PAYMENT OF ANNUAL MAINTENANCE FOR SECURITY GATES AND RFID PADS IN THE AMOUNT OF $6,067.44 TO BIBLIOTHECA.

AYES: EMILY KELAHAN, VAN MILLER, SUSAN O'ROURKE, ROBERT PORTER, WHITNEY THOMAS, JULIAN WESTERHOUT, CAROL KOOS

NAYES: NONE

ABSENT: ALEX CARDONA, MIKE RAIKES

THE MOTION CARRIED UNANIMOUSLY.

B. Approve Recommendation to Foundation to Fund Staff Appreciation Day

Director Bouda shared that Staff Appreciation Day is planned for Tuesday, November 17, lunch will be served and the gift for staff is a Squid Multi-Device Cord Charger. The funds for this event are requested from the Foundation from the Stubblefield Trust.

VAN MILLER MOVED, SUSAN O'ROURKE SECONDED, TO APPROVE RECOMMENDATION TO THE FOUNDATION TO FUND STAFF APPRECIATION DAY, IN THE AMOUNT NOT TO EXCEED $3,000.00.

AYES: EMILY KELAHAN, VAN MILLER, SUSAN O'ROURKE, ROBERT PORTER, WHITNEY THOMAS, JULIAN WESTERHOUT, CAROL KOOS

NAYES: NONE

ABSENT: ALEX CARDONA, MIKE RAIKES

THE MOTION CARRIED UNANIMOUSLY.

C. Approval of Mid-City Properties, LLC, 312 & 314 N. Main St. Tax Abatement

President Koos introduced Austin Grammer, Economic Development Coordinator for the City of Bloomington. Austin explained the Tax Abatement process and distributed documents to help with the explanation.

JULIAN WESTERHOUT MOVED, VAN MILLER SECONDED, TO APPROVE MID-CITY PROPERTIES, LLC, 312 & 314 N. MAIN STREET TAX ABATEMENT.

AYES: EMILY KELAHAN, VAN MILLER, SUSAN O'ROURKE, ROBERT PORTER, WHITNEY THOMAS, JULIAN WESTERHOUT, CAROL KOOS

NAYES: NONE

ABSENT: ALEX CARDONA, MIKE RAIKES

THE MOTION CARRIED UNANIMOUSLY.

D. Approval of Green Top Grocery Co-op, 915 & 921 E. Washington St. Tax Abatement
Austin Grammer reviewed this project with the Trustees.

WHITNEY THOMAS MOVED, SUSAN O'ROURKE SECONDED, TO APPROVE FOUNDRY LLC, 915 AND 921 E. WASHINGTON STREET TAX ABATEMENT.

AYES: SUSAN O'ROURKE, ROBERT PORTER, WHITNEY THOMAS, CAROL KOOS

NAYES: NONE

RECUSE: EMILY KELAHAN, VAN MILLER, JULIAN WESTERHOUT

ABSENT: ALEX CARDONA, MIKE RAIKES

THE MOTION CARRIED.

E. Approval of Joe & Ruth Haney, 407-409 W. Washington St. Tax Abatement
Austin Grammer reviewed the history of this project and distributed a Pantagraph article to the Trustees.

SUSAN O'ROURKE MOVED, JULIAN WESTERHOUT SECONDED, TO APPROVE JOE AND RUTH HANEY, 407-409 W. WASHINGTON STREET TAX ABATEMENT.

AYES: EMILY KELAHAN, VAN MILLER, SUSAN O'ROURKE, ROBERT PORTER, WHITNEY THOMAS, JULIAN WESTERHOUT, CAROL KOOS

NAYES: NONE

ABSENT: ALEX CARDONA, MIKE RAIKES

THE MOTION CARRIED UNANIMOUSLY.

Van Miller departed the meeting at 6:25 p.m.

XII. Unfinished Business

A. Discussion of Bookmobile Routes

President Koos stated that she has asked Alex Cardona to chair an Ad Hoc Committee to study bookmobile routes and associated outreach efforts. She went on to say that Whitney Thomas will be on this committee and Alex may appoint one other Trustee to be on the committee. President Koos shared that the committee will be working with staff, in particular Laura Golaszewski and Carol Torrens.

Director Bouda had distributed a map that reflects six new proposed stops that are located within the donut hole (within 2 miles of the Library). She shared that the printing of the November – April bookmobile schedule needs to happen very soon and staff would like to get input from the Trustees as to whether these proposed stops are acceptable. Director Bouda commended Laura Golaszewski and her staff for doing this quickly as they have to physically go out to each location to assess the feasibility of a stop.

Laura Golaszewski shared that if this is not the direction that the Board wants to go to please advise so that she and Outreach staff can begin scouting for different stop locations for the next schedule that comes out in May.

There was some discussion, and the end result is that the proposed bookmobile stops will be included in the November – April schedule.

Susan O'Rourke departed the meeting at 6:33 p.m.

B. Development of Strategic Plan

President Koos reviewed the draft of the Strategic Plan that Deb Halperin had produced. She asked the Trustees whether they would like to send this to staff to flesh out, discuss and refine as a Board, or have a facilitator help with getting to the final product.

Director Bouda stated that some of the proposed objectives would require additional staff and if this is the case, it would need to be incorporated into the FY17 budget.

Emily Kelahan stated that since this will be at least a three year plan, the changes could actually be incorporated into the FY18 budget rather than the FY17 budget.

There was some discussion, but with most of the Trustees not being in attendance it was decided to wait and discuss at a later time.

ROBERT PORTER MOVED, EMILY KELAHAN SECONDED, TO TABLE THIS UNTIL THE NEXT BOARD MEETING. THE MOTION CARRIED UNANIMOUSLY.

XIII. Comments from Board Trustees

There were no comments.

XIV. Adjournment

ROBERT PORTER MOVED, JULIAN WESTERHOUT SECONDED, TO ADJOURN THE MEETING. THE MOTION CARRIED UNANIMOUSLY.

President Koos adjourned the meeting at 6:42 p.m.