

Bloomington Public Library
Board of Trustees
Budget and Personnel Committee
Tuesday, September 1, 2020
5:30 p.m.

In compliance with the COVID-19 executive orders, the Bloomington Public Library's meeting took place virtually, via ZOOM and in-person.

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

Minutes

- I. Call to Order
Catrina Parker, Chair, called the meeting to order at 5:31 p.m.
- II. Roll Call
Members Present: John Argenziano, Alicia Henry, Matt Watchinski, Catrina Parker, Julian Westerhout

Members Absent: None

Others Present: Jeanne Hamilton, Caprice Prochnow
- III. Introductions
There were no introductions.
- IV. Public Comment
There were no public comments.
- V. Approval of Minutes
A. July 14, 2020
Matt Watchinski moved, Alicia Henry seconded, to approve the minutes from the July 14, 2020 meeting.

Ayes: John Argenziano, Alicia Henry, Matt Watchinski, Catrina Parker, Julian Westerhout

Nays: None

Absent: None

The motion carried unanimously.

VI. Discussion Items

A. Director's Goals for FY21

Jeanne Hamilton shared that she had sent out a draft of her goals for FY21 and attempted to keep them realistic with the current circumstances. There was discussion on the goals that she had sent. The members did ask for more information on how the Techmobile will be utilized. Jeanne stated that a presentation on the Techmobile can be put together in order for them to have a better understanding of its purpose. There was discussion on a Capital campaign. Jeanne shared that the idea is to have a team of key individuals in place that would build at least an outline of a capital campaign plan. Rather than including specific dates, the capital campaign plan outline could be anchored by the date that the Council approves an expansion (for example, 1 month after City Council approval).

The Committee consensus was to have Jeanne revise the goals with the suggestions given and send in the packet for the full Board to approve later this month.

B. Director's Performance Review Tool

There was discussion on the revisions that had been made on the instrument this year, with using Google Forms and making one form for the Trustees to fill out and one for staff to fill out.

Jeanne shared that she liked this format as it allowed her to see what she is doing well and its very specific. Along with this, there is a high response rate since the form is not hard to fill out.

There was discussion on possible minor revisions to the instrument, such as more goal focused and less competencies, four-point system rather than five, and asking for feedback on the past year and suggestions for Director goals in the coming year.

Jeanne will work on wording for this and send it to the Trustees.

VII. Adjournment

John Argenziano moved, Matt Watchinski seconded, to adjourn the meeting.

Ayes: John Argenziano, Alicia Henry, Matt Watchinski, Catrina Parker, Julian Westerhout

Nayes: None

Absent: None

The motion carried unanimously.

Catrina Parker, Chair, adjourned the meeting at 6:03 p.m.