BLOOMINGTON PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING
Tuesday, August 18, 2020

5:30 p.m.

In compliance with the COVID-19 executive orders, the Bloomington Public Library's meeting took place virtually, via ZOOM, as well as in the William Wetzel Reading Room at the Bloomington Public Library.

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, Dianne Hollister, Van Miller, Susan Mohr, Catrina Parker (arrived at 5:35 p.m.), Matt Watchinski, Julian Westerhout
Trustees Absent:	Alicia Whitworth
Others Present:	Jeanne Hamilton, Joe Huberty, Kathy Jeakins, Shaun Kelly, Caprice Prochnow

III. Introduction of Public
President Westerhout introduced Joe Huberty and Shaun Kelly from Engberg Anderson Architects.

IV. Public Comment
There were no public comments.

V. Work Session with Engberg Anderson
Joe Huberty shared that during this meeting, he would go through a series of diagrams with a bit more specificity from the July meeting. He went on to say that the idea was to take some of the concepts that were discussed previously and to see if they could be developed into something with a little more of what was desired. Some of the things to think about were north and south entries, the sense of arrival to the building, safe entrance for bookmobile and drive-thru services, and then a good sense for patrons to know the layout of the building and moving from level to level. Joe shared that for parking, there are two options, one is to focus solely on surface parking, and the other is to try and develop a structured parking lot towards the south edge of the site. After Joe went through all of the diagrams, there was discussion about some of the designs. The consensus from the Trustees was that option C was the preferred design, which happened to be the favorite for management team that viewed the diagrams earlier today.

Joe shared that the next designs will look more like a real plan with furniture, restrooms, egress, and elevations. He went on to say that there will be a plan review with the Library management team, between now and the next Board meeting, and then more of a refined plan for review at the September Board meeting. Joe shared that at that point, they will slip into estimating costs, so they can discover fairly quickly if the scope of the work is beyond reach of the $15,000,000.00 budget.

VI. President's Report

President Westerhout reported that he is still hearing good things, that the library is in a good place with community relations. He went on to say that Jeanne and the staff are doing a fantastic job in difficult times and continue to do so, which bodes well for moving forward. President Westerhout shared that he and Alicia Henry had a good and productive talk with Jeanne to discuss her performance review.

VII. Director's Report

Jeanne Hamilton shared that Joe and Shaun met with Management staff earlier today, and they were really pleased with their creativity, and she hopes that the Trustees are as well.

Jeanne asked the Budget & Personnel Committee if they wanted to meet on the next standing meeting date of September 1 at 5:30 p.m.to set the Director's Goals for FY21. The Committee confirmed plans to meet at that time.

Jeanne shared that an Equity, Diversity, and Inclusion Staff Committee has been formed at the library and the first meeting was held, and staff had some great ideas. She shared that the next meeting will be held next week, and they plan to prioritize some of the brainstorm ideas and the big thing is the shared vision for the committee.

Jeanne stated that this month, in-person programs are being tried with the new format of social distancing, and they have worked well. She went on to say that just a handful of programs will be held each month.

Jeanne stated that procedures are being tweaked as needed in response to COVID updates.

VIII. Fiscal Report Presentation

Kathy Jeakins, Business Manager, reported that budget should be at 25% through the end of August, Revenues are at 46.9% and Expenditures are at 20.3%. She went on to say that in early August, the Replacement Tax Distribution of $130,400.00 was received. Kathy shared that on the first quarter donations report, there are several miscellaneous donations, an increase from last year. She entertained questions.

IX. Consent Agenda

A. Approve Minutes of July 21, 2020 Regular BPL Board Meeting
B. Approve Executive Session Minutes of July 21, 2020
C. Approve Bills List of July 2020

DIANNE HOLLISTER MOVED, JOHN ARGENZIANO SECONDED, TO APPROVE THE CONSENT AGENDA.

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

Nayes: None

Absent: Alicia Whitworth

THE MOTION CARRIED UNANIMOUSLY.

X. Action Items

A. Approve 2021 Meeting Dates

DIANNE HOLLISTER MOVED, VAN MILLER SECONDED, TO APPROVE THE 2021 MEETING DATES.

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

Nayes: None

Absent: Alicia Whitworth

THE MOTION CARRIED UNANIMOUSLY.

XI. Discussion Items

A. Insurance Renewal for 2021

Jeanne Hamilton stated that this is the time to make a decision on going out for bid for insurance, but whatever is decided is not approved until November or December. She went on to say that this is the end of year 3 with this provider and this is a pool with other libraries. Jeanne stated we have been very pleased with them, and that she and Kathy recommend that the library continue with this pool for another year, especially in light of COVID and simplifying things. Jeanne went on to say that if the choice is to continue with the LIRA pool, the bidding process will have to be waived as once the bid is received from them as it would be too late to get other bids. Jeanne shared that they did speak with the pool and they do go out to market once a year, checking over 60 carriers to get best rate for the pool. There was some discussion on this, and the consensus was to remain with this provider for another year.

B. Library Expansion

President Westerhout had nothing to report.

XII. Comments from Board of Trustees

There were no comments from the Trustees.

XIII. Adjournment

VAN MILLER MOVED, DIANNE HOLLISTER SECONDED, TO ADJOURN THE MEETING.

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

Nayes: None

Absent: Alicia Whitworth

THE MOTION CARRIED UNANIMOUSLY.

President Westerhout adjourned the meeting at 7:16 P.M.