

BLOOMINGTON PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING
Tuesday, August 17, 2021
5:30 p.m.

Community Room
205 E. Olive Street, Bloomington, IL 61701

Minutes

- I. Call to Order
President Westerhout called the meeting to order at 5:30 p.m.
- II. Roll Call
Trustees Physically Present: Alicia Henry, Dianne Hollister, Van Miller, Susan Mohr, Julian Westerhout

Trustees Present via Zoom: John Argenziano (arrived 5:49 p.m.)

Trustees Absent: Catrina Parker, Matt Watt Watchinski, Alicia Whitworth

Others Physically Present: Jeanne Hamilton, Rhonda Massie, Caprice Prochnow

Others Present via Zoom: Kathy Jeakins
- III. Introduction of Public
There were no public present.
- IV. Public Comment
There were no public comments.
- V. Capital Campaign Update and Work Session to Brainstorm Prospective Donors
Rhonda Massie, Marketing Manager, reviewed what was contained within the campaign packet and Jeanne Hamilton gave a packet to each of the Trustees. Rhonda shared that she and Jeanne had had one meeting so far. Jeanne shared that the meeting went very well and that the prospective donor was very complimentary. Rhonda shared that a subscription of Donor Search was purchased, and the following parameters were sought – donations from \$5,000 to \$5,000,000 towards youth development, education, community involvement, human services, art, culture and humanity. The list was distributed to the Trustees and the brainstorming began, with the Trustees sharing if they knew any of the donors (personally or professionally), on the list or if any of the names brought to mind others that could be potential donors.
- VI. President's Report
President Westerhout congratulated Jeanne Hamilton on assuming the Illinois Library Association Presidency last month.

VII. Director's Report

Jeanne Hamilton shared that once again, masks are required for all that enter the building. If visitors do not have a mask, staff will provide them with one. If a person is unwilling to don a mask, then they are directed to curbside.

Jeanne has applied for a State Library Grant that would go towards COVID PPE.

Jeanne shared that a new position was created, which is an Assistant Circulation/Outreach Manager and this was filled internally. The department responsibilities will be shared between the manager and assistant manager.

Jeanne shared that the Outreach Library Associate and the Circulation/Outreach Manager are working on a partnership with the jail to help folks in jail work on their computer skills. This will help these folks to have some skills in acquiring a job, for when they are released from jail. She went on to say that they are really excited to see how this turns out, especially because the two people involved are really passionate about this.

VIII. Fiscal Report Presentation

Kathy Jeakins, Business Manager, reported that the budget should be at 25% at the end of July. She went on to say that the Donations report was included for the first quarter. She entertained questions.

IX. Consent Agenda

A. Approve Minutes of July 20, 2021 Regular BPL Board Meeting

B. Approve Bills List of July 2021

DIANNE HOLLISTER MOVED, VAN MILLER SECONDED, TO APPROVE THE
CONSENT AGENDA. THE MOTION CARRIED UNANIMOUSLY.

X. Action Items

A. Approve 2022 Meeting Dates

VAN MILLER MOVED, SUSAN MOHR SECONDED, TO APPROVE THE 2022
MEETING DATES. THE MOTION CARRIED UNANIMOUSLY.

B. Review and Approve Maintaining Confidentiality of Executive Sessions Minutes

Jeanne shared a spreadsheet showing all of the Executive Session minutes, most of which are performance of a specific employee, employment compensation or collective bargaining agreement. Jeanne went on to say that her recommendation would be to maintain the confidentiality of these minutes.

VAN MILLER MOVED, DIANNE HOLLISTER SECONDED, TO APPROVE
MAINTAINING CONFIDENTIALITY OF EXECUTIVE SESSIONS MINUTES. THE
MOTION CARRIED UNANIMOUSLY.

XI. Discussion Items

A. Insurance Renewal for 2022

Jeanne stated that this was talked about last month and Kathy Jeakins did the research on costs as requested. She went on to say that LIRA has recommended budgeting for a 15 -20% increase and Snyder is anticipating a 12-15% increase. Jeanne stated that both she and Kathy recommend renewing with LIRA. If the decision is made to pursue insurance with another carrier, LIRA would have to be cancelled by September 1. There was discussion on this and it was decided to continue with LIRA for another year. This will be brought up again in May or June of 2022, to have more time to go through the process and cancel with LIRA by the September 1 date.

B. Library Expansion Update

Julian Westerhout shared that things are moving forward. Jeanne and Julian will be presenting to the City Council at their September Committee of the Whole meeting. He went on to say that the schedule would be to get approval for the levy and bond in late October or early November. He went on to say that some of the interior trims and furnishings may not be exactly as originally planned, but the structure as a whole will hopefully be what is desired.

Jeanne shared that the way that the levy works is that there will be an estimated levy in early November and the final levy is approved in December. She went on to say that the first year bond payment would be added into the tax levy, so the levy would increase by that amount. Jeanne stated that also at the November meeting, Council would be asked to approve an authorization to purchase a bond.

Jeanne shared a video prepared by Engberg Anderson of the proposed building rendering.

Jeanne shared her screen with the project cost goal and the fact that the early July cost estimate came in over the goal. The three main causes are higher than anticipated cost to move utilities, more accurate picture of designs, and cost escalation. Jeanne stated that she and Caprice Prochnow, did a lot of work with the architects to trim the fat. Such as shifts in the building envelope and utility relocation, simplification of building materials, reduced phases, and likely having to reduce the parking structure. Also, the roof work will be allocated to a separate budget and furniture reuse options will be considered. Another cost estimate will occur in November/December.

Jeanne entertained questions and much discussion ensued, with particular concern about the potential reduction of the parking structure.

XII. Comments from Trustees

Julian Westerhout stated that Little Free Pantry is very cool and he loves the paintings on the side.

XIII. Adjournment

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

President Westerhout adjourned the meeting at 7:38 p.m.