

BLOOMINGTON PUBLIC LIBRARY  
BOARD OF TRUSTEES MEETING

Tuesday, August 16, 2022  
5:30 p.m.

Government Center Chambers  
115 E. Washington Street, Fourth Floor, Room 400  
Bloomington, Illinois 61701

Minutes

- I. Call to Order  
President Westerhout called the meeting to order at 5:35 p.m.
- II. Roll Call  
Trustees Present: John Argenziano, Alicia Henry, Dianne Hollister, Susan Mohr, Catrina Parker, Julian Westerhout  
  
Trustees Absent: Van Miller, Matt Watchinski, Alicia Whitworth  
  
Others Present: Jeanne Hamilton, Kathy Jeakins, Caprice Prochnow
- III. Introduction of Public  
President Westerhout acknowledged Noah Tang, BPL History Intern and BHS History Teacher at District 87, as the presenter for the meeting,
- IV. Public Comment  
There were no public comments.
- V. Special Presentation: Bloomington Public Library History Internship by Noah Tang  
Noah Tang shared a little of his background and the work that he completed during his internship for the library in getting historical items put in order to donate them to the Museum of History. He narrated a Power Point showing interesting facts that he discovered. Noah went on to say that when the construction is complete, the slides can be printed poster size and hung somewhere in the library. He entertained questions.  
Jeanne Hamilton shared that an intern from ISU was sought out to organize the library historical materials. It was shared with the professor that we did not have an archivist on staff and would need someone that is very capable and could do some research on best practices for organizational archives. Jeanne stated that Noah was very self-led and he did a lot of research on how to organize different collections and an inventory of each box.
- VI. President's Report  
President Westerhout stated that in looking at the Department Manager monthly reports, he is impressed with all of the work still managing to get done during construction. He complimented staff on being able to accomplish this.
- VII. Director's Report  
Jeanne Hamilton stated that there have been great partnerships for off-site events during Summer Reading to keep things moving at the library. She went on to say that several events

have been at the museum and the End of Summer Reading party was held at Miller Park. Jeanne shared that 144 people attended the party. Jeanne stated that the Union contract was approved by the Council the week after the Board meeting, so it is in place now.

VIII. Fiscal Report Presentation

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

IX. Consent Agenda

A. Approve Minutes of July 19, 2022 Regular BPL Board Meeting

B. Approve Bills List of July 2022

SUSAN MOHR MOVED, CATRINA PARKER SECONDED, TO APPROVE THE CONSENT AGENDA. THE MOTION CARRIED UNANIMOUSLY.

X. Approval Items

A. Review and Approve Maintaining Confidentiality of Executive Session Minutes

Jeanne shared that the Board needs to review executive session minutes twice a year. She reviewed the list of reasons that an Executive Session occurred.

CATRINA PARKER MOVED, DIANNE HOLLISTER SECONDED, TO APPROVE MAINTAINING CONFIDENTIALITY OF EXECUTIVE SESSION MINUTES. THE MOTION CARRIED UNANIMOUSLY.

B. Waive Three-Quote Requirement for Annual Maintenance of RFID Pads, Credit Card System, Public Printing and PC Reservation System, Upper Security Gates, and Sorter from Envisionware, Inc.

Jeanne shared that Envisionware is the sole provider for the maintenance of this equipment. She went on to say that when it is necessary to replace these items, we do obtain quotes from different vendors.

She entertained questions.

SUSAN MOHR MOVED, JOHN ARGENZIANO SECONDED, THAT THE THREE-QUOTE REQUIREMENT BE WAIVED, AND THE LIBRARY DIRECTOR AUTHORIZE PAYMENT FOR RENEWAL OF ANNUAL MAINTENANCE OF THE RFID PADS, CREDIT CARD SYSTEM, PUBLIC PRINTING AND PC RESERVATION SYSTEM, UPPER SECURITY GATES AND SORTER TO ENVISIONWARE, INC. IN THE AMOUNT OF \$12,422.25.

AYES: John Argenziano, Alicia Henry, Dianne Hollister, Susan Mohr, Catrina Parker, Julian Westerhout

NAYS: None

ABSENT: Van Miller, Matt Watchinski, Alicia Whitworth

THE MOTION CARRIED UNANIMOUSLY.

XI. Discussion Items

A. Library Expansion and Fundraising

Jeanne shared that the move of the collection to offsite storage was successfully completed. She went on to say that it took the movers a day and a half to move it all. Jeanne shared that staff worked really hard on packing to be ready for moving day. She went on to say that due to their efforts, we are still within our moving budget (unlike what was reflected in the original moving quotes), and she is really proud of everyone for that.

Jeanne stated that Felmley-Dickerson has started the installation of the temporary walls on the upper level. This should make it a bit clearer to the public that the renovation project is underway.

XII. Comments from Trustees

President Westerhout thanked Susan Mohr for covering the last meeting.

Alicia Henry asked about the high Ameren bill and are solar panels an option for the building.

Jeanne shared that the cost to include the panels in the project is high, so the addition of the solar panels will hopefully occur shortly after construction.

John Argenziano attended the banned book event and stated that the library staff did a great job.

XIII. Adjournment

CATRINA PARKER MOVED, DIANNE HOLLISTER SECONDED, TO ADJOURN THE MEETING. THE MOTION CARRIED UNANIMOUSLY.

President Westerhout adjourned the meeting at 6:22 p.m.