BLOOMINGTON PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING
Tuesday, July 21, 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 physically distanced in the Community Room at the Bloomington Public Library.

Minutes

I. Call to Order
President Westerhout called the meeting to order at 5:31 p.m.

II. Roll Call

Trustees Present:	John Argenziano, Alicia Henry, Dianne Hollister, Van Miller (arrived at 5:32 p.m.), Susan Mohr, Catrina Parker, Matt Watchinski, Alicia Whitworth, Julian Westerhout
Trustees Absent:	None
Others Present:	Jeanne Hamilton, Joe Huberty, Kathy Jeakins, Shaun Kelly, Renee Nestler, AFSCME 31 Staff Representative, Caprice Prochnow

III. Introduction of Public
President Westerhout introduced Renee Nestler, AFSCME 31 Staff Representative to the meeting.

IV. Public Comment
There were no public comments.

V. Work Session with Architects Engberg Anderson
Joe Huberty shared that this is the first in a series of events that will take the project from something that is fairly conceptual to a notion of a program statement. Joe shared that he and Shaun Kelly had spent the afternoon with staff to discuss the document that lists all of the spaces with various requirements for each of those spaces totaling about 78,000 square feet. He went on to say that this will be translated into something that represents a design concept. Joe stated that the goal of this process is to really make this a little more tangible, partly so that the costs can be estimated for improvements anticipated, and partly so that everyone can understand what it will look like and what it will be like to experience a new building. He went on to say that this is true primarily for the public, but also the staff, that they can be confident that the building will be functional for years to come in an efficient and effective manner.
The Trustees shared their vision and priorities for an expanded library. Key thoughts included improving the traffic flow of the parking lot, i.e., making it safer, making the entrance more welcoming/inviting, increasing light throughout, enhancing the Children and Teen areas, and increasing meeting/study/gathering space.
Shaun Kelly showed four different conceptual drawings on potential ideas for an expansion. There was some discussion on the pros and cons of the drawings.

VI. President's Report

President Westerhout stated that he has heard great things from the community and a few City Council members about how well the library operations have been throughout the pandemic.

VII. Director's Report

Jeanne Hamilton reported that during the month of June (in which the library was closed for the majority of the month), staff filled a record of over 20,000 holds. Most of this was curbside and took a lot of work, and she is really proud of staff.

Jeanne shared that the re-opening continues to go very well, there are a lot of moving parts, and new procedures and processes for staff. She went on to say that patrons are overwhelmingly pleased with the services that library staff are able to provide. Along with this, the holds were moved out of the Community Room, which frees up space and frees up staff that were dedicated to this every hour. Once again, self-serve holds are available along with the curbside service.

Jeanne shared that there are plans to have a few trial programs in the Community Room with practicing the social distancing. Staff will provide feedback as to whether this works going forward or if adaptations need to be made in planning Fall programs. Jeanne went on to say that program planning will go month by month, rather than quarterly, with so many unknowns.

Jeanne shared that it was publicly announced last Wednesday that Bloomington Public Library is going fine free (following the Board's approval in May) in conjunction with Normal Public Library. Jeanne shared a compliment that was received from a patron about how meaningful the decision to go fine free was to them.

She entertained questions on what was reported.

VIII. Fiscal Report Presentation

Kathy Jeakins, Business Manager, reported that the budget should be at 16.7% through the end of June, revenues are at 39% and expenditures are at 10.8%. Revenues are down from a year ago, mainly due to Property Tax Distributions being delayed. She went on to say that at the beginning of July, a Property Tax Distribution of a little over $411,000 was received, bringing our total Property Tax to $2,474,000. She entertained questions.

IX. Consent Agenda

A. Approve Minutes of June 16, 2020 Regular BPL Board Meeting
B. Approve Bills List of June 2020

DIANNE HOLLISTER MOVED, CATRINA PARKER SECONDED, TO APPROVE THE CONSENT AGENDA.

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

NAYES: None

ABSENT: None

THE MOTION CARRIED UNANIMOUSLY.

X. Executive Session – Performance and Compensation of a Specific Employee (5 ILCS 120/2(c)(1)) and Collective Negotiating Matters (5 ILCS 120/2(c)(2))

CATRINA PARKER MOVED, DIANNE HOLLISTER SECONDED, TO GO INTO EXECUTIVE SESSION TO DISCUSS PERFORMANCE AND COMPENSATION OF A SPECIFIC EMPLOYEE (5 ILCS 120/2(c) (1)) AND COLLECTIVE NEGOTIATING MATTERS (5 ILCS 120/2(c)(2)).

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

NAYES: None

ABSENT: None

THE MOTION CARRIED UNANIMOUSLY.

The Board went into Executive Session at 7:17 p.m.

JOHN ARGENZIANO MOVED, CATRINA PARKER SECONDED, TO RETURN TO REGULAR SESSION.

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

NAYES: None

ABSENT: None

THE MOTION CARRIED UNANIMOUSLY.

President Westerhout stated that no action took place during Executive Session.

Regular Session resumed at 8:01 p.m.

There were no guests in the Zoom waiting room to be let back into the meeting.

XI. Action Items

A. Approve Director Merit Increase for FY21

President Westerhout stated that the Budget & Personnel Committee met last week and the full Board met this week in Executive Session to review the Director evaluations of both the Board Trustees and Managers. He went on to say, that in general, the evaluations were really high, which overall, really reflects a high degree of trust and mutual respect between Jeanne and Managers, and Jeanne and the Board. The comments from both Trustees and Managers were fairly impressive. Julian stated that the Board was lucky in hiring Jeanne, and the consensus is that all are very, very pleased to have Jeanne as the Library Director. Julian went on to say that Jeanne's current rate of pay is at the bottom third of the pay scale compared to comparable institutions in the region, and the Trustees decided that they wanted to increase her salary like they had a few years ago to address this. This will be in reflection of the excellent leadership and performance of Jeanne and staff. Julian stated that there is a two-part proposal, half of the proposed increase will be a competitive adjustment and the other half is purely merit.

DIANNE HOLLISTER MOVED, ALICIA HENRY SECONDED, TO APPROVE THE DIRECTOR'S MERIT FOR FY21, RETROACTIVE TO MAY 1, 2020, FOR A 5% COMPETITIVE COMPENSATION ADJUSTMENT AND A 5% MERIT INCREASE.

AYES:	John Argenziano, Alicia Henry, Dianne Hollister, Van Miller, Susan Mohr, Catrina Parker, Matt Watchinski, Alicia Whitworth, Julian Westerhout
NAYES:	None
ABSENT:	None
	THE MOTION CARRIED UNANIMOUSLY.

B. Approve a Second Amendment to the Settlement Agreement between State Farm Mutual Automobile Insurance Company, the Bloomington Public Library, and other taxing bodies in McLean County, Illinois regarding the assessed value of parcels owned by State Farm, applicable to tax years 2020-2024.
Jeanne shared the background on this. She entertained questions.
John Argenziano recused himself from the discussion and was placed in the Zoom waiting room.
There was some discussion on the Second Amendment to the Settlement Agreement.

DIANNE HOLLISTER MOVED, ALICIA WHITWORTH SECONDED, TO APPROVE A SECOND AMENDMENT TO THE SETTLEMENT AGREEMENT BETWEEN STATE FARM MUTUAL AUTOMOBILE INSURANCE COMPANY, THE BLOOMINGTON PUBLIC LIBRARY, AND OTHER TAXING BODIES IN MCLEAN COUNTY, ILLINOIS REGARDING THE ASSESSED VALUE OF PARCELS OWNED BY STATE FARM, APPLICABLE TO TAX YEARS 2020-2024.

AYES:	Alicia Henry, Dianne Hollister, Van Miller, Susan Mohr, Matt Watchinski, Alicia Whitworth, Julian Westerhout
NAYES:	None
ABSTAIN:	John Argenziano, Catrina Parker
ABSENT:	None
	THE MOTION CARRIED.

John Argenziano returned to the meeting.

XII. Discussion Items

A. Library Expansion
President Westerhout stated that there is nothing new on this, but work continues.

B. COVID-19 Response Plans
Jeanne Hamilton stated that she had shared everything in the Director's report. She welcomed any comments or concerns about what was reported.

XIII. Comments from Board of Trustees

Susan Mohr shared that both school districts revealed their plans for the Fall school year and wondered what role the Library might play in this. Jeanne shared that in the Spring when the schools closed, the districts asked for no assistance. The plan for this coming school year is to let them get settled back in again, and then connect with the Library Media Specialists to see if there are needs that the library can help with. There was some discussion on this.
Susan Mohr gave kudos to the designer of the Adult Reading Program, as it really encouraged reading.

Dianne Hollister complimented the Adult Summer Reading prizes.
Jeanne asked the Trustees how they want to handle the next meeting with either Zoom, in-person or both. After some discussion, the next meeting will most likely be a combination of Zoom and in-person attendance.

XIV. 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, Alicia Whitworth, Julian Westerhout

NAYES: None

ABSENT: None

THE MOTION CARRIED UNANIMOUSLY.

President Westerhout adjourned the meeting at 8:24 p.m.