Bloomington Public Library
Board of Trustees Meeting

July 16, 2013

4:30 p.m.

Minutes

I. Call to Order
President Jaggi called the meeting to order at 4:30pm.

II. Roll Call

MEMBERS PRESENT:	Patsy Bowles, Peggy Burton, Narendra Jaggi, Emily Kelahan, Jan Kibler, Carol Koos, Joni Painter, Cathy Pratt (arrived at 4:31pm), Bill Wetzel (arrived at 4:31pm)
MEMBERS ABSENT:	None
OTHERS PRESENT:	Georgia Bouda, Kathy Jeakins, Caprice Prochnow, Justine Robinson

III. Introductions/Public Comment
President Jaggi introduced Justine Robinson, Economic Development Coordinator for the City of Bloomington.

IV. Approval of Minutes
A. June 18, 2013
PATSY BOWLES MOVED, PEGGY BURTON SECONDED, TO APPROVE THE MINUTES FROM THE JUNE 18, 2013 MEETING. THE MOTION CARRIED UNANIMOUSLY.

V. President's Report
President Jaggi had nothing to report.

VI. Director's Report
Director Bouda stated that Circulation numbers have started to level off with the upswing in the economy and constraints of space and parking at the Library.

A. Annual Report
President Jaggi shared with new Board members that the Annual Report is presented to Board members for review each year.

VII. Fiscal Report
Kathy Jeakins entertained questions on what was reported.

VIII. Approval of Bills
PATSY BOWLES MOVED, CAROL KOOS SECONDED, TO APPROVE THE BILLS LIST FROM JUNE 2013. THE MOTION CARRIED UNANIMOUSLY.

See Attachment "2013.07"

IX. Committee Reports

A. Budget & Personnel

The Budget & Personnel Committee did not meet. Bill Wetzel stated that the Budget & Personnel Committee is currently working on the Director's Evaluation.

B. Planning, Policies & Programs (3 P's)

1. Approve Confidentiality Policy

Patsy Bowles, Chair, stated that originally a summarized Confidentiality Policy had been presented, but Committee members revised it to include the entire statute, which was distributed to Board members. The Committee made some suggestions for the accompanying procedures.

PATSY BOWLES MOVED, NO SECOND NEEDED, TO APPROVE THE CONFIDENTIALITY POLICY. THE MOTION CARRIED UNANIMOUSLY.

See Attachment "IX.B"

2. FY 14 Per Capita Grant Requirements

Patsy Bowles shared that the Committee will be meeting on August 7, 2013 to accomplish the SWOT Analysis. All the Board members are encouraged to attend this meeting.

X. Unfinished Business

There was no unfinished business.

XI. New Business

A. Discussion and Approval of Tax Abatement for 115 E Monroe Street

President Jaggi reviewed the Tax Abatement with members. Justine Robinson, Economic Development Coordinator for the City of Bloomington, outlined the Tax Abatement for 115 E. Monroe Street with Board members. She shared with the Board members that after the 5 years, there will be a significant return on the investment.

PATSY BOWLES MOVED, BILL WETZEL SECONDED, TO APPROVE THE TAX ABATEMENT FOR 115 E MONROE STREET. THE MOTION CARRIED UNANIMOUSLY.

See Attachment "XI.A"

B. Recommendation to Foundation to Approve Matching Funds for Mural

President Jaggi and Joni Painter both asked to be recused from discussion as they are friends with Lori Bergner, who is the artist's mother.

The Board members discussed whether to pursue discussion of this today or to have the 3P's Committee review this and present it to the Board at a later date. It was decided that the 3P's Committee will review this at a future meeting.

C. Recommendation to Foundation to Approve Purchase of AWE Early Literacy and After School Edge Stations

Director Bouda shared that she was able to try out the stations at the ALA Conference. She went on to say that the stations are touch screen, and the Early Literacy Station (which is bi-lingual) is for children 2 – 8 years old and the After School Edge Station is for children 6 – 14 years old.

Director Bouda stated she would like to ask the Foundation to pay the entire purchase price of $6,400.00, this would include the $6,020.00 raised at the Wine Gala as well as the balance of $380.00.

BILL WETZEL MOVED, JONI PAINTER SECONDED, TO RECOMMEND THE FOUNDATION PURCHASE EARLY LITERACY AND AFTER SCHOOL EDGE STATIONS IN THE AMOUNT OF $6,400.00.

AYES: PATSY BOWLES, PEGGY BURTON, NARENDRA JAGGI, EMILY KELAHAN, JAN KIBLER, CAROL KOOS, JONI PAINTER, CATHY PRATT, BILL WETZEL

NAYES: NONE

ABSENT: NONE

THE MOTION CARRIED UNANIMOUSLY.

See Attachment "XI.C"

D. Discussion and Approval of RFQ for Consulting Services for Heating and Control Systems Based on SEDAC Energy Assessment

President Jaggi reviewed that after the SEDAC Assessment of the boiler, it was found to be operating at only 60% efficiency. He went on to say that the time has come to pursue a new boiler along with a new controls system.

Director Bouda shared that in working with SEDAC, they assessed the HVAC first, as this was a priority, and the energy assessment for the rest of the building is in the works. She went on to say that to move forward, an RFQ (Request for Qualifications) should be sent out to engineering firms. Director Bouda stated that after thorough investigation, she has decided against pursuing performance contracting, and instead she recommends that the Library use some of the capital fund and heavily pursue grants.

PATSY BOWLES MOVED, CAROL KOOS SECONDED, TO APPROVE THE RFQ FOR CONSULTING SERVICES FOR HEATING AND CONTROL SYSTEMS BASED ON SEDAC ENERGY ASSESSMENT. THE MOTION CARRIED UNANIMOUSLY.

See Attachment "XI.D"

E. Waive Three Quote Requirement to Renew Collection HQ Service from Bridgeall Libraries in the Amount of $15,412.00

President Jaggi reviewed with Board members that when the amount is over $5,000.00 and there is only one supplier, the Three Quote Requirement should be waived. President Jaggi noted that Resolution needed to be amended to reflect that Bridgeall Libraries Limited is the only vendor of this service.

PEGGY BURTON MOVED, CAROL KOOS SECONDED TO APPROVE THE AMENDED RESOLUTION TO WAIVE THE THREE QUOTE REQUIREMENT TO RENEW COLLECTION HQ SERIVCE FROM BRIDGEALL LIBRARIES IN THE AMOUNT OF $15,412.00.

AYES: PATSY BOWLES, PEGGY BURTON, NARENDRA JAGGI, EMILY KELAHAN, JAN KIBLER, CAROL KOOS, JONI PAINTER, CATHY PRATT, BILL WETZEL

NAYES: NONE

ABSENT: NONE

THE MOTION CARRIED UNANIMOUSLY.

See Attachment "XI.E"

F. Waive Competitive Bid Process to Renew OCLC Service from Illinois Heartland Library System in the Amount of $21,327.00
President Jaggi asked for a motion to approve the Resolution with the following amendments: Waiving the Competitive Bid Process and Illinois Heartland Library System is the only vendor of this service.

EMILY KELAHAN MOVED, PEGGY BURTON SECONDED TO APPROVE THE AMENDED RESOLUTION TO WAIVE THE COMPETITIVE BID PROCESS TO RENEW OCLC SERVICE FROM ILLINOIS HEARTLAND LIBRARY SYSTEM IN THE AMOUNT OF $21,327.00.

AYES: PATSY BOWLES, PEGGY BURTON, NARENDRA JAGGI, EMILY KELAHAN, JAN KIBLER, CAROL KOOS, JONI PAINTER, CATHY PRATT, BILL WETZEL

NAYES: NONE

ABSENT: NONE

THE MOTION CARRIED UNANIMOUSLY.

See Attachment "XI.F"

XII. Executive Session to Discuss Bargaining Unit Negotiations

PEGGY BURTON MOVED, JAN KIBLER SECONDED, TO GO INTO EXECUTIVE SESSION TO DISCUSS BARGAINING UNIT NEGOTIATIONS.

AYES: PATSY BOWLES, PEGGY BURTON, NARENDRA JAGGI, EMILY KELAHAN, JAN KIBLER, CAROL KOOS, JONI PAINTER, CATHY PRATT, BILL WETZEL

NAYES: NONE

ABSENT: NONE

THE MOTION CARRIED UNANIMOUSLY.

At 5:17pm, the Board went into Executive Session.

PEGGY BURTON MOVED, CAROL KOOS SECONDED, TO RESUME REGULAR SESSION. THE MOTION CARRIED UNANIMOUSLY.

At 5:33pm, the Board resumed regular session. President Jaggi stated that no action took place during Executive Session.

XIII. Adjournment
President Jaggi adjourned the meeting at 5:34pm.

Next Meeting Date

August 20, 2013