BLOOMINGTON PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING

July 15, 2014

4:30 p.m.

Quiet Reading Room

Bloomington Public Library

Minutes

I. Call to Order

President Jaggi called the meeting to order at 4:30 p.m.

II. Roll Call

MEMBERS PRESENT:	Monica Brigham (arrived at 4:42 p.m.), Peggy Burton, Brittany Cornell, Emily Kelahan, Susan O'Rourke (arrived at 4:50 p.m.), Cathy Pratt, Narendra Jaggi, Bill Wetzel (arrived at 4:32 p.m.)
MEMBERS ABSENT:	Whitney Thomas
OTHERS PRESENT:	Georgia Bouda, Kathy Jeakins, Patricia Marton, Maria Nagle, Caprice Prochnow, Jeff Smith, Rachel Wells

III. Introductions/Public Comment

President Jaggi introduced Pantagraph reporters, Rachel Wells and Maria Nagle, and resident, Patricia Marton.

President Jaggi extended a warm welcome to Mayor, Tari Renner and City Manager, David Hales. Mayor Renner shared where the City is at now in terms of library expansion.

Mayor Renner stated that the City is looking to purchase the Sugar Creek Packing building in the near future and relocating Public Works further into the future.

Mayor Renner shared that in talking with Board President, Narendra Jaggi and Normal Mayor, Chris Koos that a temporary liaison committee should be developed with members from both the City Council and the Library Board to discuss action steps towards library expansion. He felt that ideally Karen Schmidt and Joni Painter would be willing to serve on this committee from the City Council.

Mayor Renner shared that the concept of a Children's Library being added to the south of the current library is definitely one to pursue. He hoped that since a Children's Library would be extraordinary that there may be grants available for both the planning and construction phases.

David Hales shared that purchase of Sugar Creek Packing plant is coming very soon, and he expects the City Council to be voting on this as early as next month. He went on to say that with this it would allow for more parking for City employees, so that more parking would be available to the Library in the lower lot. David Hales hoped that as early as next summer, the Library may have more parking available to them in the lower lot. An option in the meantime may be to have some of the City and Library employees park in the Lincoln garage.

David Hales shared that the City is looking at different sites that Public Works may be moved to either as a medium or long term facility.

Patricia Marton shared that she is excited about the prospect of library expansion. Patricia stated that reference librarians really should take sensitivity training in order to handle potentially difficult situations more appropriately.

IV. Approval of Minutes

A. June 17, 2014

EMILY KELAHAN MOVED, PEGGY BURTON SECONDED, TO APPROVE THE MINUTES FROM THE JUNE 17, 2014 MEETING. THE MOTION CARRIED UNANIMOUSLY.

V. President's Report

President Jaggi stated from this point forward that any Board member wishing to have an item added to the Agenda needs to send an email to the appropriate Committee Chair and to copy him. He went on to say, if it is not necessary to vet the item, it may be put on the Agenda for the full Board meeting.

President Jaggi shared that he no longer has a class to teach at 6:00 p.m., so he proposes that the Board meetings run 90 minutes on a regular basis.

VI. Director's Report

A. FY15 Per Capita Requirements

Director Bouda shared that she is starting to work on the Per Capita Grant that is due on October 1. She said that usually the Library receives around $90,000.00.

Director Bouda shared that she had enclosed the Per Capita Grant requirements for this year in the packet, and there will be homework for both the 3P's and the Budget & Personnel committees. Director Bouda stated that the 3 P's Committee will be tasked with the Standards Chapter Review on Collection Development and Resource Sharing. She went on to say that the Budget & Personnel will be tasked with the Trustees section, and must analyze the Library's current budget to determine whether revenues and expenditures are sufficient. Director Bouda stated that the appropriate documents were included in the packet in order for both committees to review prior to the meetings.

B. Annual Report

Director Bouda shared that Caprice Prochnow prepares the Illinois Public Library Annual Report, which was included in the packet. She plans to take the data in this report and prepare a comparison to see how this library is doing compared to other libraries. She hopes to have a report on this for the next Board meeting.

VII. Fiscal Report

Kathy Jeakins shared that normally at the end of June the total expenditures are at 16 – 17%, but this year they are at 21%. This is due to the transfer of the whole amount for the year that goes into the Fixed Asset Fund, transfer to the Early Retirement Incentive, and the EBSCO subscription that was paid last month. The Total Expenditures looks high now, but will level off as the year goes on. She entertained questions.

VIII. Approval of Bills

BRITTANY CORNELL MOVED, MONICA BRIGHAM SECONDED, TO APPROVE THE BILLS LIST FROM JUNE 2014. THE MOTION CARRIED.

IX. Committee Reports and Discussion

A. Budget &Personnel

The Budget & Personnel Committee did not meet.

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

1. Recommend Approval of Posting Board Packet on Library Website

Emily Kelahan, Chair shared that Renee Nestler, AFSCME Local 31 Staff Representative, had asked that the entire packet be posted online prior to the Board meeting. The Committee members discussed this, and agreed that it was a good idea with one provision. The provision being that the packet will be taken down immediately following the Board meeting.

EMILY KELAHAN MOVED, NO SECOND NEEDED, TO APPROVE POSTING THE BOARD PACKET ON THE LIBRARY WEBSITE PRIOR TO THE BOARD MEETING AND BEING TAKEN DOWN IMMEDIATELY FOLLOWING THE BOARD MEETING. THE MOTION CARRIED UNANIMOUSLY.

2. Recommend Approval of Procedure to Amend By Laws
President Jaggi shared that currently there is not a procedure in place within the bylaws for amending the bylaws, and this is what this motion pertains to.
Emily Kelahan, Chair shared that amendments to the bylaws may be proposed by any Board member in writing at least 30 days prior to a vote being taken. Amendments to the bylaws will become effective upon a two-thirds majority vote of the Board.
EMILY KELAHAN MOVED, NO SECOND NEEDED, TO APPROVE THE PROCEDURE TO AMEND BY LAWS. THE MOTION CARRIED UNANIMOUSLY.

3. Recommend Approval of Change to By Laws to Elect Committee Chairmen
Chair Emily Kelahan shared that had a suggestion had been made that it might be preferable to have a direct democracy when electing the Chairs to the major committees. Since there was not an amendment to amend the bylaws yet, this will be revisited at future 3 P's Committee meetings.

4. Discussion of Library Expansion
Chair Emily Kelahan stated that they all heard the Mayor is in favor of forming a Joint Task Force comprised of 2 or 3 City Council members and 2 or 3 Board members. She reported that the 3 P's Committee has discussed this and unanimously supports forming this Joint Task Force.
EMILY KELAHAN MOVED, NO SECOND NEEDED, TO FORM A JOINT TASK FORCE COMPRISED OF THREE CITY COUNCIL MEMBERS AND TWO LIBRARY BOARD MEMBERS TO PURSUE THE TASK OF EXPANDING THE LIBRARY IN THE BLOOMINGTON DOWNTOWN AREA.

After the motion, there was some discussion as to the number of people from both the Council and the Board that would be on the Joint Task Force. It was decided not to limit the number that would be involved.

BRITTANY CORNELL MOVED, EMILY KELAHAN SECONDED, TO AMEND THE MOTION AS FOLLOWS: THE BLOOMINGTON PUBLIC LIBRARY BOARD OF TRUSTEES SHALL FORM A JOINT TASK FORCE WITH THE BLOOMINGTON CITY COUNCIL TO BE COMPRISED OF CITY COUNCIL MEMBERS AND BLOOMINGTON PUBLIC LIBRARY TRUSTEES CHARGED WITH BEGINNING THE PROCESS OF EXPANDING THE BLOOMINGTON PUBLIC LIBRARY IN THE BLOOMINGTON DOWNTOWN. THE MOTION CARRIED.

X. Unfinished Business
There was no unfinished business.

XI. New Business
A. Waive Three-Quote Requirement for Renewal of Electronic Software Database
President Jaggi reviewed that the Board had previously approved renewal of this product at the cost of $12,210.00 on May 20, 2014. In the interim the vendor has decided to offer an additional 1,000 more sources, including 74 more news sources for Illinois. President Jaggi stated that the increase for these additional sources brings the total cost to $13,869.00, and since the previously approved amount has not yet been paid, this is the amount that will be due.
EMILY KELAHAN MOVED, CATHY PRATT SECONDED, TO APPROVE WAIVING THREE-QUOTE REQUIREMENT FOR RENEWAL OF ELECTRONIC SOFTWARE DATABASE TO NEWSBANK IN THE AMOUNT OF $13,869.00.

AYES: MONICA BRIGHAM, PEGGY BURTON,BRITTANY CORNELL, EMILY KELAHAN, SUSAN O'ROURKE, CATHY PRATT, BILL WETZEL, NARENDRA JAGGI

NAYES: NONE

ABSENT: WHITNEY THOMAS

THE MOTION CARRIED UNANIMOUSLY.

See Attachment "XI.A."

B. Recommend Approval to Foundation for Restoration of Withers Painting
Director Bouda shared that the Mrs. Withers painting that hangs in the Community Room is in bad shape and really needs to be restored. Mrs. Withers had donated her home to the Bloomington Library Association and it served as the Withers Library for 89 years until this facility was built in 1976.
Director Bouda proposed that the Library Board ask the Foundation Board to restore the painting, which is estimated to be a cost of $2,500 - $3,500. She recommended that the Conservation Center in Chicago, which the Library has used in the past to restore a painting, be used for this restoration.
Director Bouda shared that the Foundation has a Myers Trust which is dedicated to artwork for purchase or restoration for the Library.

PEGGY BURTON MOVED, SUSAN O'ROURKE SECONDED, TO APPROVE A RECOMMENDATION TO THE FOUNDATION TO FUND RESTORATION OF THE WITHERS PAINTING TO THE CONSERVATION CENTER IN CHICAGO, NOT TO EXCEED $3,500.

AYES: MONICA BRIGHAM, PEGGY BURTON,BRITTANY CORNELL, EMILY KELAHAN, SUSAN O'ROURKE, CATHY PRATT, BILL WETZEL, NARENDRA JAGGI

NAYES: NONE

ABSENT: WHITNEY THOMAS

THE MOTION CARRIED UNANIMOUSLY.

See Attachment "XI.B."

XII. Adjournment
President Jaggi adjourned the meeting at 5:58 p.m.