BLOOMINGTON PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING

Tuesday, June 18, 2019

5:30 p.m.

William C. Wetzel Reading Room
205 E. Olive Street, Bloomington, IL 61701

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, Susan Mohr, Catrina Parker, Matt Watchinski (arrived at 5:34 p.m.), Julian Westerhout
Trustees Absent:	Alicia Whitworth
Others Present:	Jeanne Hamilton, Kathy Jeakins, Caprice Prochnow

III. Introduction of Public
There were no public in attendance.

IV. Public Comment
There were no public comments.

V. President's Report
President Westerhout reported that he and Director Hamilton have met with City Manager, Tim Gleason, several times. He went on to say that Tim will be discussing a potential library expansion with each of the Council members. There was some discussion on this.
President Westerhout shared that Vice President, Susan Mohr will be chairing the July meeting as he will be away at that time.

VI. Director's Report
Director Hamilton reported that the plan is to internally go over the building program and prioritize over the next two months. Then by the August meeting, more should be known, and there can be discussion about next steps.
Director Hamilton pointed out the new layout for the monthly statistics information that is grouped by the Strategic Plan Goals and is easier to read. She went on to say that some stats were removed that seemed unnecessary. She shared that if the Trustees would take a look at the previous month of stats, and let her know if they would like anything added back in. She entertained questions.
Director Hamilton shared that Summer Reading has kicked off, and it is off to a great start. She went on to say that after everything was planned, it was discovered that Unit 5 schools

would not be out of school for the Kickoff Party, so entertainment was scheduled for that evening to accommodate those students. The attendance that day was 350 and 75 for the evening.

Director Hamilton shared that there is a customer that is currently suspended from the Library for a year that is unhappy that they cannot attend a Veterans Administration Town Hall that will be held at the Library later this week. The customer was threatening to staff over the phone, and even called the City Legal Department, threatening to sue for $25,000,000. The Library is on firm ground with the suspension and BPD is aware of the suspension and the threats made. Director Hamilton stated that Security staff will be present, and if the customer comes to the Library, Security staff will not engage with the customer, but rather just call the police to arrest them for trespassing. She shared that Legal looked at the Library Conduct Policy, and suggested a few changes, which will be brought to the Board for approval. There was some discussion.

VII. Fiscal Report Presentation

Kathy Jeakins, Business Manager reported that she has included the final FY19 Fiscal Report, which is unaudited, and revenues were better than 100% and expenditures were at 94%.

She went on to say that for the May Fiscal Report, the revenues are at 18.9%, with two Property Tax Distributions received, (one is not reflected on the report) and the expenditures were at 5.0%. She entertained questions.

VIII. Consent Agenda

A. Recommend Approval of Minutes of May 21, 2019 Regular BPL Board Meeting
B. Recommend Approval of Bills List of May 2019

MATT WATCHINSKI MOVED, CATRINA PARKER SECONDED, TO APPROVE THE CONSENT AGENDA. THE MOTION CARRIED UNANIMOUSLY.

IX. Action Items

A. Approve Waiving Three-Quote Requirement for Annual EBSCO Subscription Service Renewal

Director Hamilton shared that this is the service for the print magazines, of which there are 250 titles. She went on to say that there are other vendors, but the price point is comparable, and changing vendors can be problematic with subscription dates and payments.

MATT WATCHINSKI MOVED, VAN MILLER SECONDED, TO WAIVE THE THREE-QUOTE REQUIREMENT AND THE LIBRARY DIRECTOR AUTHORIZE PAYMENT FOR THE ANNUAL PERIODICAL SUBSCRIPTION SERVICE TO EBSCO SUBSCRIPTION SERVICES IN THE AMOUNT OF $15,106.04.

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

Nays: None

Absent: Alicia Whitworth

THE MOTION CARRIED UNANIMOUSLY.

B. Approve Waiving Three-Quote Requirement to Renew OCLC Service from Illinois Heartland Library System

Director Hamilton stated that this service is used for cataloging new materials, by finding a match in OCLC and pulling it in the library catalog, and this also facilitates interlibrary loan services.

VAN MILLER MOVED, DIANNE HOLLISTER SECONDED, TO WAIVE THE THREE-QUOTE REQUIREMENT AND THE LIBRARY DIRECTOR AUTHORIZE PAYMENT FOR OCLC SERVICE TO ILLINOIS HEARTLAND LIBRARY SYSTEM IN THE AMOUNT OF $23,636.65.

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

Nays: None

Absent: Alicia Whitworth

THE MOTION CARRIED UNANIMOUSLY.

C. Approve Personnel Code Updates

Director Hamilton reviewed that changes were made to make things more consistent between the classified and non-classified staff. Along with this, the sick leave buy back is addressed as well. She entertained questions.

JOHN ARGENZIANO MOVED, DIANNE HOLLISTER SECONDED, TO APPROVE PERSONNEL CODE UPDATES. THE MOTION CARRIED UNANIMOUSLY.

X. Discussion Items

A. Discuss Library Expansion

There was discussion on the potential movement towards a library expansion.

XI. Comments from Board of Trustees

Susan Mohr shared that if any of the Trustees have not submitted their head shot photo for the City's website, that it is very quick and easy to pop in the City Clerk's office to have a photo taken from 8:30 – 5:00 p.m.

John Argenziano asked about committee meeting times, and it was shared that the standing meeting time for all committees is the first Tuesday of the month at 5:30 p.m., but a meeting will only take place if the committee has an item for discussion.

Dianne Hollister shared that the Steve Vogel, Unforgiven program that was held at the Library went over well. She also shared that working the Summer Reading signup table was so fun.

Alicia Henry complimented the vinyl on the steps and the Summer Reading decorations.

XII. Adjournment

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

President Westerhout adjourned the meeting at 6:16 p.m.