BLOOMINGTON PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING

Tuesday, June 16, 2020
5:30 p.m.

In compliance with the COVID-19 executive orders, the Bloomington Public Library's meeting took place virtually, via ZOOM.

Minutes

I. Call to Order
President Westerhout called the meeting to order at 5:32 p.m.

II. Roll Call

Trustees Present:	John Argenziano, Alicia Henry, Dianne Hollister, Susan Mohr, Catrina Parker (arrived at 5:35 p.m.), Matt Watchinski, Alicia Whitworth, Julian Westerhout
Trustees Absent:	Van Miller
Others Present:	Jeanne Hamilton, Kathy Jeakins, Renee Nestler, AFSCME Council 31 Staff Representative, Caprice Prochnow

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

IV. Public Comment
There were no public comments.

V. President's Report
President Westerhout reported that there were changes made to the Open Meetings Act in regard to requirements for virtual meetings. There are two major changes, one is that a verbatim audio or video recording must be maintained and made available to the public, if requested. The other, is that all votes, not just votes dealing with monetary matters, must be roll call votes.
Jeanne stated that there were other changes as well, but the Board was already adhering to these.
President Westerhout wanted to share the Library's stand on the racial tensions across the world, the United States and this community. He went on to say that he and Jeanne have been talking about this, and he has a short statement to share. Along with this, the library will be signing onto the Urban Library's Council Statement on Race and Social Equity, which you can find at https://www.urbanlibraries.org.
President Westerhout stated, *We recognize the impact of systemic racism in our community. Black Lives Matter. The Bloomington Public Library is committed to providing a safe, welcoming, and empowering environment for all, regardless of race, religious beliefs, sexual orientation, gender identity, national origin or status.*

President Westerhout shared that Jeanne was a recent guest on a local podcast, Pod BN www.podbean.com. The entire show is about the library and how things are being addressed with COVID-19 and plans for moving forward.

VI. Director's Report

Director, Jeanne Hamilton, shared some exciting statistics from last month – E-circulation for May was that 19,320, which was up 67% from last year. Also in May and first week of June, over 14,000 items were circulated at curbside.

Jeanne shared that just before the start of the meeting, she received an email saying that there is a new law that raised the upper limit of the Per Capita Grant. Currently, the upper limit is $1.25 per person in the library's service area, and is being raised to $1.475 per person. This upper limit has not been raised since 1995, so this is exciting. This is not to say that the Library will receive this higher amount every year, but possibly somewhere in that range.

VII. Fiscal Report Presentation

Kathy Jeakins, Business Manager, reported that the first Property Tax Distribution was received, and now the second distribution of more than $900,000.00 has been received, which brings the total thus far, to $1,216,000.00.

Kathy stated that the budget should be at 8.3% after the first month. The Revenues are at 5.3% and Expenditures are at 3.9%.

She entertained questions.

VIII. Consent Agenda

A. Approve Minutes of May 19, 2020 Regular BPL Board Meeting
B. Approve Executive Session Minutes of February 18, 2020
C. Approve Bills List of May 2020

MATT WATCHINSKI MOVED, ALICIA WHITWORTH SECONDED, TO APPROVE THE CONSENT AGENDA.

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

NAYES: None

ABSENT: Van Miller

THE MOTION CARRIED UNANIMOUSLY.

IX. Action Items

A. Approve Non-Resident Card Fee for 7.01.20 – 6.30.21

Jeanne stated that in the past, the flat fee method, which was the average that taxpayers paid to the library was used to compute the Non-Resident Card fee. There is a tax bill method that calculates what a person would pay if they lived in this service area, which is a much fairer method. There are only 11 households paying non-resident fees to the library, so it would be a very minimal impact to revenues. On the other hand, it would be a big impact for these individuals. There is one person that would save $91.00, going with this method, and another, that would actually pay $10 over what the average calculation would be.

Jeanne explained the underserved issue that has been in play for years, and the goal going forward is to provide more access for folks. There was discussion on this.

ALICIA WHITWORTH MOVED, MATT WATCHINSKI SECONDED, TO APPROVE THE NON-RESIDENT CARD FEE FOR 7.01.20 – 6.30.21 USING THE TAX BILL COMPUTATION METHOD.

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

NAYES: None

ABSENT: Van Miller

THE MOTION CARRIED UNANIMOUSLY.

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

Jeanne stated that this is an annual fee that is paid. OCLC provides all of the cataloging records and also allows for inter-library loan services to be conducted. There are really no competitors and is a single source vendor.

Jeanne explained that the waive three-quote process along with the monetary purchase thresholds require Board approval.

DIANNE HOLLISTER MOVED, MATT WATCHINSKI SECONDED, THAT THE THREE-QUOTE REQUIREMENT BE WAIVED, 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, Susan Mohr, Catrina Parker, Matt Watchinski, Alicia Whitworth, Julian Westerhout

NAYES: None

ABSENT: Van Miller

THE MOTION CARRIED UNANIMOUSLY.

X. Discussion Items

A. Sexual Harassment Training for Trustees

Jeanne shared that there is a new law that requires Boards of Trustees to receive annual sexual harassment training. She went on to say that the Board had approved the Sexual Harassment Policy in November 2018, and training is adapted from what staff receive. Jeanne conducted the sexual harassment training for the Board.

B. Library Expansion

President Westerhout shared that the hope is, in July, there might be some in-person meeting(s) with the architects.

C. COVID-19 Response Plans

Jeanne shared that curbside holds service has been expanded to almost all of our typical open hours and is going fairly well. She went on to say that the Managers are working

very hard on the limited re-opening plans. The focus is to get people in and out of the building in a timely manner. Staff were advised to prepare for the library opening in late June or early July. Jeanne shared that tomorrow the Department Manager meeting will be a fairly in-depth planning meeting to get things set and then to share with staff.
The main focus is safety and doing things right. There was some discussion on this.

XI. Comments from Board of Trustees
President Westerhout gave major kudos and thanks to Jeanne and all staff for continuing to do a really great job during this extremely difficult circumstance. The Board appreciates it, along with a lot of people in the community who appreciate it too.
President Westerhout stated that the hope is that the Budget & Personnel Committee will be able to meet in July to discuss Jeanne's performance review.
Dianne Hollister stated that it is just wonderful to see all of the BPL presence in the community with Facebook, billboards, signs, and newspaper. She shared her appreciation for the curbside holds service.
Jeanne shared that daytime stops for the bookmobile started this week. Also, the bookmobile Facebook page just launched this week.

XII. Adjournment

DIANNE HOLLISTER MOVED, MATT WATCHINSKI 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: Van Miller

THE MOTION CARRIED UNANIMOUSLY.

President Westerhout adjourned the meeting at 6:14 p.m.