BLOOMINGTON PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING

Tuesday, May 17, 2016

5:30 p.m.

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

Minutes

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

II. Roll Call

| | |
|---|---|
| MEMBERS PRESENT: | Alex Cardona, Alicia Henry, Van Miller, Susan O'Rourke, Robert Porter, Mike Raikes, Whitney Roberson (arrived at 5:37 p.m.), Julian Westerhout, Carol Koos |
| MEMBERS ABSENT: | None |
| OTHERS PRESENT: | Mark Anderson, Connor Boolman, Liam Eades, Carsen Hilt, Kathy Jeakins, Terry Lindberg, Brandon Long, Patricia Marton, Maria Nagle, Cory Packard, Caprice Prochnow, Michael Reid, Meta Skillrud, Jamison Stalter, Carol Torrens, Gayle Tucker |

III. Introductions
President Koos introduced those present.

IV. Public Comment
Patricia Marton, resident made a comment regarding the need for more quiet areas within the Library.

V. Approval of Minutes

A. April 19, 2016

ROBERT PORTER MOVED, VAN MILLER SECONDED, TO APPROVE THE MINUTES FROM THE APRIL 19, 2016 MEETING. THE MOTION CARRIED UNANIMOUSLY.

B. April 23, 2016

SUSAN O'ROURKE MOVED, ROBERT PORTER SECONDED, TO APPROVE THE MINUTES FROM THE APRIL 23, 2016 MEETING. THE MOTION CARRIED UNANIMOUSLY.

C. May 4, 2016

ROBERT PORTER MOVED, ALEX CARDONA SECONDED, TO APPROVE THE MINUTES FROM THE MAY 4, 2016 MEETING. THE MOTION CARRIED UNANIMOUSLY.

D. May 9, 2016

VAN MILLER MOVED, ALEX CARDONA SECONDED, TO APPROVE THE MINUTES FROM THE MAY 9, 2016 MEETING. THE MOTION CARRIED UNANIMOUSLY.

VI. President's Report

President Koos thanked Terry Lindberg for his service to the Library and presented him with a card and a gift card from all of the Trustees.

President Koos stated that Director Lindberg and Caprice Prochnow met with the City Clerk today to discuss restructuring the Board agendas in the future to be more streamlined and transparent. A sample agenda was distributed to the Trustees, and there was some discussion on this proposed restructuring of the agenda. The matter of restructuring the agenda will be discussed at the next meeting.

A. Presentation by Mark Anderson and Students, Bloomington Area Career Center

Mark Anderson shared that he and Connor Boolman, Carsen Hilt and Michael Reid attended the Library Expansion Input Session that was held back in October. He went on to say that they took notes on what was shared at the session along with input from Farnsworth Group on what the interested parties would like to see in an expansion or a new building for the Library. Mark shared that each of the students has been working on a design concept for a new library or revised library building.

Michael Reid, Meta Skillrud, Cory Packard, Carsen Hilt, Brandon Long and Jamison Stalter presented their design concepts, and shared how they came up with the design, along with any special features and energy savings that the concept had to offer. They entertained questions.

Connor Boolman shared that his topic that he had presented at the Illinois State Symposium was on the energy savings that would be received from just replacing the current toilets with high efficiency toilets throughout the Bloomington Public Library.

There was some input from the other students as to what they had presented as well.

Director Lindberg and Robert Porter departed the meeting at 6:28 p.m.

B. Appoint Committees

President Koos stated that the committees for FY17 are as follows:

3 P's – Julian Westerhout, Chair, Van Miller, Alicia Henry, Susan O'Rourke, Carol Koos, ex-officio

Budget & Personnel – Robert Porter, Chair, Whitney Roberson, Alex Cardona, Mike Raikes, Carol Koos, ex-officio

VII. Director's Report

There was no Director's report.

VIII. Fiscal Report

Kathy Jeakins reported that April invoices are still coming in, but most likely we will still be underspent for FY16. She stated that in revenues, the amount was exceeded by about $25,000. She entertained questions.

IX. Approval of Bills

ALEX CARDONA MOVED, JULIAN WESTERHOUT SECONDED, TO APPROVE THE BILLS LIST FROM APRIL 2016. THE MOTION CARRIED UNANIMOUSLY.

X. Committee Reports and Discussion

A. Budget & Personnel

1. Approve Standing Date and Time for Meeting

President Koos stated that Robert Porter, Chair, had stated that he plans to have committee meetings on the first Tuesday of the month at 5:30 p.m.

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

1. Approve Standing Date and Time for Meeting

President Koos shared with Julian Westerhout that he along with his committee members could decide upon a standing date and time to meet or just call a meeting as needed.

C. Bookmobile Ad Hoc Committee

Alex Cardona, Chair, shared that the Community Survey will be in place through May 29. He went on to say, that a little over 200 people have completed the online survey and 100 have filled out the paper survey. Along with this, Alex shared that in promoting the bookmobile, so far they have reached over 4,000 people through Social Media.

Alex briefly reviewed the circulation and visitor stops statistics for the last month.

Alex stated that he will have the results of the survey broken down and available at the next Board meeting. He went on to say that in his opinion the Ad Hoc Committee has served its purpose, and that after the results from the survey are in, it may be time to discontinue the Committee.

XI. Unfinished Business

There was no unfinished business.

XII. New Business

A. Approve Waiving the Competitive Bid Process and Authorize Payment to Bibliotecca for Annual Maintenance for Self-Checks, Upper Security Gates, and Sorter

Kathy Jeakins reviewed this and entertained questions.

SUSAN O'ROURKE MOVED, JULIAN WESTERHOUT SECONDED, TO APPROVE WAIVING THE COMPETITEVE BID PROCESS AND AUTHORIZE PAYMENT TO BIBLIOTECCA FOR ANNUAL MAINTENANCE FOR SELF-CHECKS, UPPER SECURITY GATES, AND SORTER IN THE AMOUNT OF $25,622.00.

AYES: ALEX CARDONA, ALICIA HENRY, VAN MILLER, SUSAN O'ROURKE, MIKE RAIKES, WHITNEY ROBERSON, JULIAN WESTERHOUT, CAROL KOOS

NAYES: NONE

ABSENT: ROBERT PORTER

THE MOTION CARRIED UNANIMOUSLY.

B. Approve Waiving the Competitive Bid Process and Authorize Payment to Sirsi-Dynix for Annual Maintenance for the Library's Integrated Library System (Catalog)
Kathy Jeakins reviewed this and entertained questions.

MIKE RAIKES MOVED, JULIAN WESTERHOUT SECONDED, TO APPROVE WAIVING THE COMPETITEVE BID PROCESS AND AUTHORIZE PAYMENT TO SIRSI-DYNIX FOR ANNUAL MAINTENANCE FOR THE LIBRARY'S INTEGRATED LIBRARY SYSTEM (CATALOG) IN THE AMOUNT OF $40,332.57.

AYES: ALEX CARDONA, ALICIA HENRY, VAN MILLER, SUSAN O'ROURKE, MIKE RAIKES, WHITNEY ROBERSON, JULIAN WESTERHOUT, CAROL KOOS

NAYES: NONE

ABSENT: ROBERT PORTER

THE MOTION CARRIED UNANIMOUSLY.

C. Approve Waiving the Three Quote Requirement and Authorize Payment to Various Vendors for Various Electronic Databases
Kathy Jeakins reviewed this and both she and Carol Torrens entertained questions.
There was some discussion on this as some of the databases have had a decline in usage.
The consensus was that the usage of these various electronic databases will be reviewed during the budget process in order to decide if they will be renewed for FY18.

ALEX CARDONA MOVED, MIKE RAIKES SECONDED, TO APPROVE WAIVING THE COMPETITEVE BID PROCESS AND AUTHORIZE PAYMENT TO VARIOUS VENDORS FOR VARIOUS ELECTRONIC DATABASES IN THE AMOUNT OF $126,103.00.

AYES: ALEX CARDONA, ALICIA HENRY, VAN MILLER, MIKE RAIKES, WHITNEY ROBERSON, JULIAN WESTERHOUT, CAROL KOOS

NAYES: SUSAN O'ROURKE

ABSENT: ROBERT PORTER

THE MOTION CARRIED.

XIII. Comments from Board Trustees

Susan O'Rourke made a comment in regards to committees, as to whether it is the Chair or the President that is to actually run the meetings.

XIV. Adjournment

MIKE RAIKES MOVED, ALEX CARDONA SECONDED, TO ADJOURN THE MEETING. THE MOTION CARRIED UNANIMOUSLY.

President Koos adjourned the meeting at 7:19 p.m.