Bloomington Public Library
Board of Trustees Meeting

March 19, 2013

4:30 p.m.

Minutes

I. Call to Order
President Burton called the meeting to order at 4:35pm.

II. Roll Call

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| MEMBERS PRESENT: | Patsy Bowles, Peggy Burton, Narendra Jaggi, Jan Kibler, Carol Koos, Blake Mier, Cathy Pratt |
| MEMBERS ABSENT: | Wilma Bates, Bill Wetzel |
| OTHERS PRESENT: | Georgia Bouda, Kathy Jeakins, Caprice Prochnow, Patti Salch |

III. Introductions/Public Comment
There were no introductions.

IV. Approval of Minutes
A. February 19, 2013
CATHY PRATT MOVED, CAROL KOOS SECONDED, TO APPROVE THE MINUTES FROM THE FEBRUARY19, 2013 MEETING. THE MOTION CARRIED UNANIMOUSLY.

V. President's Report
President Burton stated that Board members should be receiving their Statement of Economic Interest in the mail, and that it needs to be filled out and returned to the County Clerk's office by May 1.
President Burton stated that she had shared with Foundation Board members the positive response from the Council Work Session in regards to the Power Point presentation of the Synthesis of In-Depth Studies prepared by Narendra Jaggi.
Narendra stated that discussion with Council has evolved from "if" a Branch is doable to "what kind" of a Branch and "what will the operating expenses be" at a Branch. He went on to say that Board members are very pleased with this shift of recognition.

VI. Director's Report
Director Bouda distributed copies of David Sage's questions along with her answers from the Work Session. She went on to say that if Board members are in agreement with her answers, she will send them to David Sage later this week.
Director Bouda shared that staff is already looking at what services will be offered and what staffing will be needed at a branch. She will compile the information, and share it with Board members at the next meeting.
Director Bouda stated that Board member terms for Blake Mier, Narendra Jaggi, and Wilma Bates will expire at the end of April. She asked them to think about whether they wanted to be reappointed for another term.

VII. Fiscal Report

Kathy Jeakins stated the Library is at 97.5 % of the projected Revenue. She went on to say that the Per Capita Grant is yet to be received. Kathy Jeakins shared that they will be receiving $14,800.00 for the 2012 Summer Reading program from the Foundation and this will be shown as a donation.

Kathy Jeakins shared that expenditures are at 74%; the biggest reason for being underspent is due to the Union Contract not being settled yet, which is explained in the Fiscal Narrative. She entertained questions.

VIII. Approval of Bills

BLAKE MIER MOVED, NARENDRA JAGGI SECONDED, TO APPROVE THE BILLS LIST FROM FEBRUARY 2013. THE MOTION CARRIED UNANIMOUSLY.

See Attachment "2013.03 A"

IX. Committee Reports

A. Budget & Personnel

1. Approval of FY2014 Salary Scale

Carol Koos shared that the Committee met and discussed the Salary Scale, and would like to request approval for the FY2014 Salary Scale.

CAROL KOOS MOVED, NARENDRA JAGGI SECONDED TO APPROVE THE FY2014 SALARY SCALE.

AYES: PATSY BOWLES, PEGGY BURTON, NARENDRA JAGGI, JAN KIBLER, CAROL KOOS, BLAKE MIER, CATHY PRATT

NAYES: NONE

ABSENT: WILMA BATES, BILL WETZEL

THE MOTION CARRIED UNANIMOUSLY.

See Attachment "IX.A. 1"

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

1. Approve Meal Allowance Rate

Narendra Jaggi shared that the current language in the policy referencing the Meal Allowance Rate shows specific dollar amounts, and therefore the policy needs to be revised frequently. He went on to say that the Committee agreed that rather than putting in specific dollar amounts, the contemporaneous IRS rates should be referenced. Narendra Jaggi stated that the 3 P's Committee recommends unanimously that the Board adopt this Policy change.

NARENDRA JAGGI MOVED, NO SECOND NEEDED TO APPROVE THE REVISED MEAL ALLOWANCE RATE. THE MOTION CARRIED UNANIMOUSLY.

See Attachment "IX.B. 1"

2. Approve "Active Shooter" Plan

Narendra Jaggi shared that the Committee would like the Board members to approve Bloomington Public Library following the policy recommended by the U.S.

Department of Homeland Security as depicted in the video, "Run, Hide, Fight," produced by the City of Houston.
Director Bouda stated that all staff will be trained on this during Staff Development Day on May 2. She went on to say that Officer Dave White from BPD will be on site to present a staff involved simulation.

NARENDRA JAGGI MOVED, NO SECOND NEEDED TO APPROVE THE "ACTIVE SHOOTER" PLAN. THE MOTION CARRIED UNANIMOUSLY.

See Attachment "IX.B. 2"

3. Approve Changes to "Customer Expectations"
   Narendra Jaggi reviewed both the current and proposed Customer Expectations versions with the Board members. He went on to say that the proposed version is clearer for customers because it separates what the Library expects customers to do while in the Library from what is not permitted in the Library.

   NARENDRA JAGGI MOVED, NO SECOND NEEDED TO APPROVE CHANGES TO "CUSTOMER EXPECTATIONS." THE MOTION CARRIED UNANIMOUSLY.

   See Attachment "IX.B. 3"

X. Unfinished Business
There was no unfinished business.

XI. New Business

A. Appoint the Nominating Committee
   President Burton appointed Patsy Bowles, Carol Koos and Bill Wetzel to the Nominating Committee.
   President Burton shared with the Board members that anyone interested in being an officer or serving on a committee should fill out the "Officers and Committees for FY14" form and return it to a Nominating Committee member. She went on to say that the forms needed to be turned in to a Nominating Committee member by April 9, 2013 so as to be included in the April packet.

B. Approve Recommendation to Foundation to Purchase eBooks from Putt with the Prose Proceeds in the Amount of $4,360.00

   CATHY PRATT MOVED, PATSY BOWLES SECONDED, TO RECOMMEND THAT THE FOUNDATION PURCHASE EBOOKS IN THE AMOUNT OF $4,360.00 FROM THE PUTT WITH THE PROSE PROCEEDS.

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   | AYES: | PATSY BOWLES, PEGGY BURTON, NARENDRA JAGGI, JAN KIBLER, CAROL KOOS, BLAKE MIER, CATHY PRATT |
   | NAYES: | NONE |
   | ABSENT: | WILMA BATES, BILL WETZEL |

   THE MOTION CARRIED UNANIMOUSLY.

   See Attachment "XI.B"

XII. Adjournment
President Burton adjourned the meeting at 5:20pm.

Next Meeting Date

April 16, 2013