

BLOOMINGTON PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING

March 18, 2014
4:30 p.m.

Agenda

- I. Call to Order
- II. Roll Call
- III. Introductions/Public Comment
- IV. Approval of Minutes
 - A. February 18, 2014
- V. President's Report
- VI. Director's Report
- VII. Fiscal Report
- VIII. Approval of Bills
- IX. Committee Reports
 - A. Budget & Personnel
 - B. Planning, Policies & Programs (3 P's)
- X. Unfinished Business
- XI. New Business
 - A. Appoint Nominating Committee
 - B. Approve Policy Regarding Concealed Carry of Guns on Library Property
 - C. Approve FY15 Salary Schedule
 - D. Approve Ticket Price for Art Week Event
 - E. Approve Resolution Allowing a Cash Bar at the Art Week Event
 - F. Approve Change Order for Matthews Specialty Vehicles for \$1,747.00
 - G. Approve Recommendation to Foundation for 2013 SRP Costs, \$15,437.32
- XII. Adjournment

Posted 3/13/14 9:50 a.m.

Bloomington Public Library
Board of Trustees Meeting

February 18, 2014
4:30 p.m.

Minutes

I. Call to Order

President Jaggi called the meeting to order at 4:31 p.m.

II. Roll Call

MEMBERS PRESENT: Peggy Burton (arrived at 4:55pm), Brittany Cornell,
Narendra Jaggi, Emily Kelahan, Carol Koos, Joni Painter,
Cathy Pratt, Bill Wetzel

MEMBERS ABSENT: Jan Kibler

OTHERS PRESENT: Georgia Bouda, Kathy Jeakins, Patricia Marton, Caprice
Prochnow

Brittany Cornell was sworn in by Tracey Covert.

III. Introductions/Public Comment

President Jaggi introduced resident, Patricia Marton who made a statement about sensitivity training for staff in libraries to better deal with senior citizens and those with disabilities. Along with this, she would like to see a more comfortable and safe environment for these folks in the library.

IV. Approval of Minutes

A. January 21, 2014

JONI PAINTER MOVED, EMILY KELAHAH SECONDED, TO APPROVE THE MINUTES FROM THE JANUARY 21, 2014 MEETING, WITH THE AMENDATION OF XII WITH THE ADDITION OF MAY 28, 2014 AT THE END OF THE MOTION. THE MOTION CARRIED UNANIMOUSLY.

V. Accept Resignation of Trustee Patsy Bowles

CAROL KOOS MOVED, EMILY KELAHAH SECONDED, TO ACCEPT THE RESIGNATION OF TRUSTEE PATSY BOWLES. THE MOTION CARRIED UNANIMOUSLY.

VI. President's Report

President Jaggi welcomed new Board member, Brittany Cornell, who has experience in a broad range of things, such as budgeting, policies and events.

President Jaggi shared that he received a letter stating that the Per Capita Grant application had been accepted and the amount to be awarded is \$95,762.50, which is slightly higher than last year.

President Jaggi shared that Brittany Cornell has agreed to be on the 3Ps Committee, and Carol Koos has agreed to chair the 3P's.

President Jaggi suggested that an alternate space for the Board meetings to assure compliance with the Open Meetings Act needs to be discussed at a future meeting.

VII. Director's Report

Director Bouda shared that in addition to BPL, GPPLD received notice that their Per Capita Grant application was accepted, and they are to receive an increase over last year as well.

VIII. Fiscal Report

Kathy Jeakins stated that the Donation Report is included in this month's packet. She entertained questions.

IX. Approval of Bills

EMILY KELAHAAN MOVED, CATHY PRATT SECONDED, TO APPROVE THE BILLS LIST FROM JANUARY 2014. THE MOTION CARRIED UNANIMOUSLY.

See Attachment "2014.02"

X. Committee Reports

A. Budget & Personnel

The Budget & Personnel Committee did not meet.

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

1. Recommend Approval of Video Surveillance Policy

President Jaggi shared that the Video Surveillance Policy had come before the Board last month. At that time, there were some concerns with the implications of some of the language within the policy. Several Board members had suggested changes which Director Bouda had made to the policy.

PRESIDENT JAGGI MOVED, NO SECOND NEEDED TO APPROVE VIDEO SURVEILLANCE POLICY. THE MOTION CARRIED UNANIMOUSLY.

See Attachment "X.B.1."

C. Nominating

1. Nominate New Vice President

President Jaggi shared that there was a unanimous recommendation from the committee members for Cathy Pratt to serve as Vice President and she has generously agreed to finish out the term left vacant by Patsy Bowles.

President Jaggi asked Carol Koos if she would be willing to fill the position of Treasurer left vacant by Cathy Pratt and she agreed to finish out the term.

XI. Unfinished Business

There was no unfinished business.

XII. New Business

A. Accept Bid for Heating & Controls Project

President Jaggi shared that Farnsworth is recommending that the Board accept the bid from Pipeworks Inc., as Pipeworks was the lowest bidder, and all the bids were in a relatively narrow range. He went on to say that Pipeworks is located here in town and Farnsworth has worked with them before and is confident of their abilities.

Director Bouda shared that six contractors submitted bids, and the final bid was \$141,700 and with the \$31,500 Grant, the cost will be under budget. She went on to say that the project is to be completed by May 1.

BILL WETZEL MOVED, CAROL KOOS SECONDED, TO AWARD THE CONTRACT FOR THE HEATING AND CONTROLS PROJECT TO PIPEWORKS INC. IN THE AMOUNT OF \$141,700.00.

AYES: BRITTANY CORNELL, EMILY KELAHAAN, CAROL KOOS, JONI PAINTER, CATHY PRATT, BILL WETZEL, NARENDRA JAGGI

NAYES: NONE

ABSENT: PEGGY BURTON, JAN KIBLER

THE MOTION CARRIED UNANIMOUSLY.

See Attachment "XII.A."

XIII. Executive Session - To Discuss Bargaining Unit Negotiations

CATHY PRATT MOVED, CAROL KOOS SECONDED, TO GO INTO EXECUTIVE SESSION TO DISCUSS THE BARGAINING UNIT NEGOTIATIONS.

AYES: BRITTANY CORNELL, EMILY KELAHAAN, CAROL KOOS, JONI PAINTER, CATHY PRATT, BILL WETZEL, NARENDRA JAGGI

NAYES: NONE

ABSENT: PEGGY BURTON, JAN KIBLER

THE MOTION CARRIED UNANIMOUSLY.

At 4:55p.m., the Board went into Executive Session.

At 5:06p.m., the Board resumed regular session. President Jaggi stated that no action took place during Executive Session.

XIV. Adjournment

President Jaggi adjourned the meeting at 5:09 p.m.

2014.02

APPROVAL OF BILLS

BILLS LIST

Approved by BPL Board of Trustees, February 18, 2014

Narendra Jaggi

 Signature, BPL Trustee

Vendor	Line Item	Amount
Ameren IP	Electricity	4,664.27
Bloomington Tent & Awning, Inc.	Miscellaneous Expenses	160.00
Bound to Stay Bound Books	Juvenile Books	211.81
CDW Government	Computer Supplies	5,165.29
Cengage Learning	Adult Books	622.72
Center Point Large Print	Adult Books	1,126.44
City of Bloomington	Dental Insurance	817.36
City of Bloomington	FICA	10,352.76
City of Bloomington	Health Insurance-HMO	9,214.58
City of Bloomington	Health Insurance-PPO	17,043.08
City of Bloomington	IMRF	21,004.36
City of Bloomington	Medicare	2,421.32
City of Bloomington	Payroll	176,784.54
City of Bloomington	Vision Insurance	206.47
City of Bloomington	Water	635.63
City of Bloomington - Petty Cash	Adult Books	20.00
City of Bloomington - Petty Cash	Computer Supplies	33.31
City of Bloomington - Petty Cash	Janitorial Supplies	50.00
City of Bloomington - Petty Cash	Library Supplies	64.54
City of Bloomington - Petty Cash	Miscellaneous Expenses	103.18
City of Bloomington - Petty Cash	Office Supplies	3.00
City of Bloomington - Petty Cash	Other Purchased Services	13.57
City of Bloomington - Petty Cash	Periodicals	1.00
City of Bloomington - Petty Cash	Postage	33.11
City of Bloomington - Petty Cash	Travel	20.00
Dell Marketing, L.P.	Computer Supplies	1,192.39
Demco	Library Supplies	675.83
Ebsco Subscription Services	Periodicals	38.56
Farnsworth Group	Other Purchased Services	9,436.50
Frontier	Telecommunications	1,682.37
Gehrt, Shelly	Other Purchased Services	150.00
Illinois Assoc for the Advancement of Archaeology	Membership Dues	30.00
Illinois State University	Other Purchased Services	420.33
Illinois Wesleyan University	Other Purchased Services	289.07
Imaging Office Systems, Inc.	Office/Equipment Mtn	925.00
KCN Solutions	Building Mtn Supplies	979.00
Lander Van Gundy	Other Insurance	4,889.00
Manufacturer's News, Inc.	Adult Books	436.90
Mid Illinois Mechanical Services, Inc.	Building Maintenance	1,686.89
Midwest Tape	A/V Materials	3,386.14
Miller Janitorial Supply	Janitorial Supplies	681.78
Nicor/Northern Illinois Gas	Natural Gas	3,399.14
Nugent Consulting, LLC	Other Purchased Services	850.00

Officemax
 Officemax
 Officemax
 Officemax
 Officemax
 OverDrive
 Pantagraph Publishing
 Pilot Media, LLC
 Rainbow Book Co.
 Ricoh, USA, Inc.
 Ron Smith Printing Co.
 Tee Jay Central, Inc.
 Toalson, Nancy
 University of Illinois
 Verizon Wireless
 Vernon Library Supplies, Inc.
 Vigil, Susie
 Weber Electric, Inc.
 World Chamber of Commerce Directory
 VISA - 1000Bulbs.com
 VISA - Allegiant Air
 VISA - Amazon Marketplace
 VISA - Amazon Marketplace
 VISA - Amazon.com
 VISA - Amazon.com
 VISA - Amazon.com
 VISA - Amazon.com
 VISA - American Library Association
 VISA - B & H Photo-Video.com
 VISA - Baker & Taylor Books
 VISA - Baker & Taylor Books
 VISA - Baker & Taylor Books
 VISA - Baker & Taylor Books
 VISA - Barnes & Noble
 VISA - Central Illinois Newspaper Group
 VISA - Comcast
 VISA - COSUGI
 VISA - Denny's Doughnuts
 VISA - Don Smith Paint Co.
 VISA - EnviroSafety Products
 VISA - Five Star Water
 VISA - Fred Pryor Career Track
 VISA - GameStop
 VISA - Global Government/Education Solutions
 VISA - Global Industrial Equipment
 VISA - Hobby Lobby
 VISA - Hobby Lobby
 VISA - Ingram
 VISA - Interstate Books4School
 VISA - Jesse's Tire Clinic
 VISA - Jewel Osco
 VISA - Kirby Risk
 VISA - Kroger
 VISA - LD-4InkJets.com
 VISA - Lowe's
 VISA - Lowe's

Computer Supplies	1,201.16
Janitorial Supplies	55.96
Library Supplies	38.83
Miscellaneous Expenses	61.92
Office Supplies	338.21
Ebooks	33,300.00
Printing/Binding	224.60
Advertising	500.00
Juvenile Books	865.40
Rentals	1,430.00
Printing/Binding	240.00
Building Maintenance	92.00
Other Purchased Services	200.00
Tuition Reimbursement	7,512.00
Telecommunications	1.38
Library Supplies	1,750.20
Travel	23.17
Building Maintenance	1,971.18
Adult Books	60.00
Building Mtns Supplies	657.93
Travel	653.98
Computer Supplies	140.51
Other Purchased Services	149.00
A/V Materials	560.56
Adult Books	68.98
Computer Supplies	146.88
Professional Collection	42.75
Professional Development	994.00
Computer Supplies	199.07
A/V Materials	9,860.80
Adult Books	9,151.88
Juvenile Books	9,655.42
Professional Collection	177.27
Other Purchased Services	(450.00)
Other Purchased Services	1,306.45
Telecommunications	89.85
Professional Development	375.00
Other Purchased Services	15.00
Building Mtns Supplies	102.99
Janitorial Supplies	33.53
Miscellaneous Expenses	56.06
Professional Development	398.00
A/V Materials	761.79
Computer Supplies	967.04
Building Mtns Supplies	127.34
Library Supplies	44.91
Other Purchased Services	80.22
Adult Books	763.22
Other Purchased Services	520.82
Building Mtns Supplies	5.00
Janitorial Supplies	51.37
Building Mtns Supplies	1,316.60
Other Purchased Services	15.26
Computer Supplies	331.51
Building Mtns Supplies	191.26
Janitorial Supplies	44.99

VISA - Marathon
 VISA - Master-Carr
 VISA - McLeod
 VISA - Meijer
 VISA - Michael's
 VISA - Nord Outdoor Power Corp.
 VISA - Northern Tool & Equipment
 VISA - Nu Air Corp
 VISA - Office Depot
 VISA - POS Supply Solutions
 VISA - Riviera Hotel
 VISA - Sprint
 VISA - Staples
 VISA - USPS
 VISA - Wal-Mart
 VISA - Wal-Mart
 VISA - Wal-Mart
 VISA - Wal-Mart
 VISA - Wal-Mart

Total

Fuel	23.63
Building Mtns Supplies	28.56
Telecommunications	119.04
Other Purchased Services	92.69
Other Purchased Services	85.51
Building Mtns Supplies	25.44
Building Mtns Supplies	49.98
Building Mtns Supplies	157.42
Office Supplies	100.00
Library Supplies	837.01
Travel	77.84
Telecommunications	308.73
Library Supplies	99.88
Postage	121.42
Employee Relations	7.98
Janitorial Supplies	22.18
Library Supplies	12.48
Miscellaneous Expenses	26.36
Other Purchased Services	1.32

373,591.96

Bloomington Public Library
Video Surveillance Policy
Approved 2/18/2014

The Library uses security cameras to help document events involving the safety and security of Library users and property. The security camera installation consists of dedicated cameras which may provide real-time surveillance through a video management system. The primary use of security cameras is to discourage inappropriate and illegal behavior and to enhance the opportunity to apprehend offenders.

Signage

The Library has a sign posted at the public entrance to the building giving notice of the use of security cameras for monitoring and recording activity in public areas of the Library property.

Camera Location

Cameras are installed and located in areas that are prone to theft or other activities that violate Library policy or criminal law. Cameras monitor all public entrances and exits to the Library.

Access to Digital Images

Video data is recorded and stored digitally on a network attached storage array. Recorded data is considered confidential and secure. Access to the recorded archival data is limited to the following authorized individuals: Library Director, Information Technology Manager, Support Services Manager and Security Staff and others at the discretion of the Library Director. Periodic checks are made by the Information Technology Manager and Support Services Manager to ensure proper operations of the system.

Access by Law Enforcement

Video data will be made available to law enforcement officials or agencies upon presentation of a valid subpoena or pursuant to court order. The Library shall retain a copy of the subpoena or court order.

Patron Privacy

Recorded data will be accorded the same level of confidentiality and protection provided to library users by Illinois state law and the Library's policies. Video surveillance records are not to be used directly or indirectly to identify the activities of individual Library patrons except as viewed in relation to a specific event of suspected criminal activity, suspected violation of Library policy, or incidents where there is reasonable basis to believe a claim may be made against the Library for civil liability.

Retention of Digital Images

Recordings are kept for 31 days. The only recordings that exceed this limit are either image captures or partial recordings that involve ongoing investigations or to enforce suspensions from the Library.

Disclaimer of Liability

Any patron shall be given a copy of this policy regarding use of the security cameras upon request. The Library disclaims any liability for use of the video data in accordance with the terms of this policy, given that the Library is a public facility and the security cameras shall be limited to those areas where patrons and/or staff have no reasonable expectations of privacy.

XII.A.



200 W. College Avenue, Suite 301
Normal, IL 61761
p 309.663.8436 f 309.663.8862

www.f-w.com | www.greennavigation.com

February 14, 2014

Ms. Georgia Bouda
Bloomington Public Library
205 East Olive Street
Bloomington, IL 61701

RE: Bloomington Public Library Heating Upgrades

Dear Georgia,

Upon review of bids received for the above mentioned project today at 2:00 PM, I recommend the Library accept the bid submitted by Pipeworks, Inc. in the amount of \$141,700.00

Regards,

A handwritten signature in cursive script, appearing to read "Timothy M Gilles".

Timothy M Gilles
Mechanical Department Manager

Approved this 18th day of February, 2014

A handwritten signature in cursive script, appearing to read "Narendra Jaggi".

Narendra Jaggi, President

Date:

Time: 2:00 PM

Location: **Bloomington Public Library**

[illegible]

Bloomington Public Library

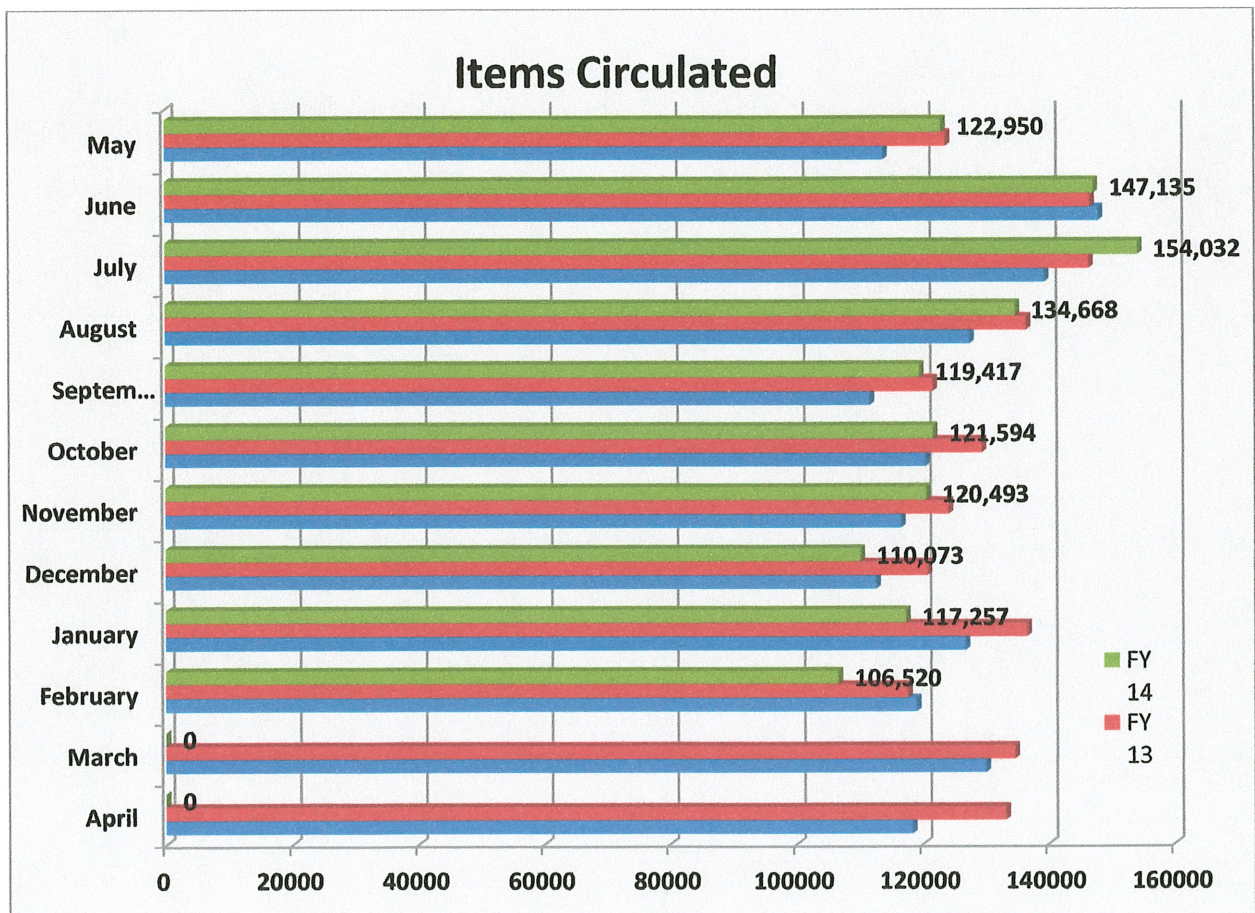
Director's Report

March 2014

1. PLA

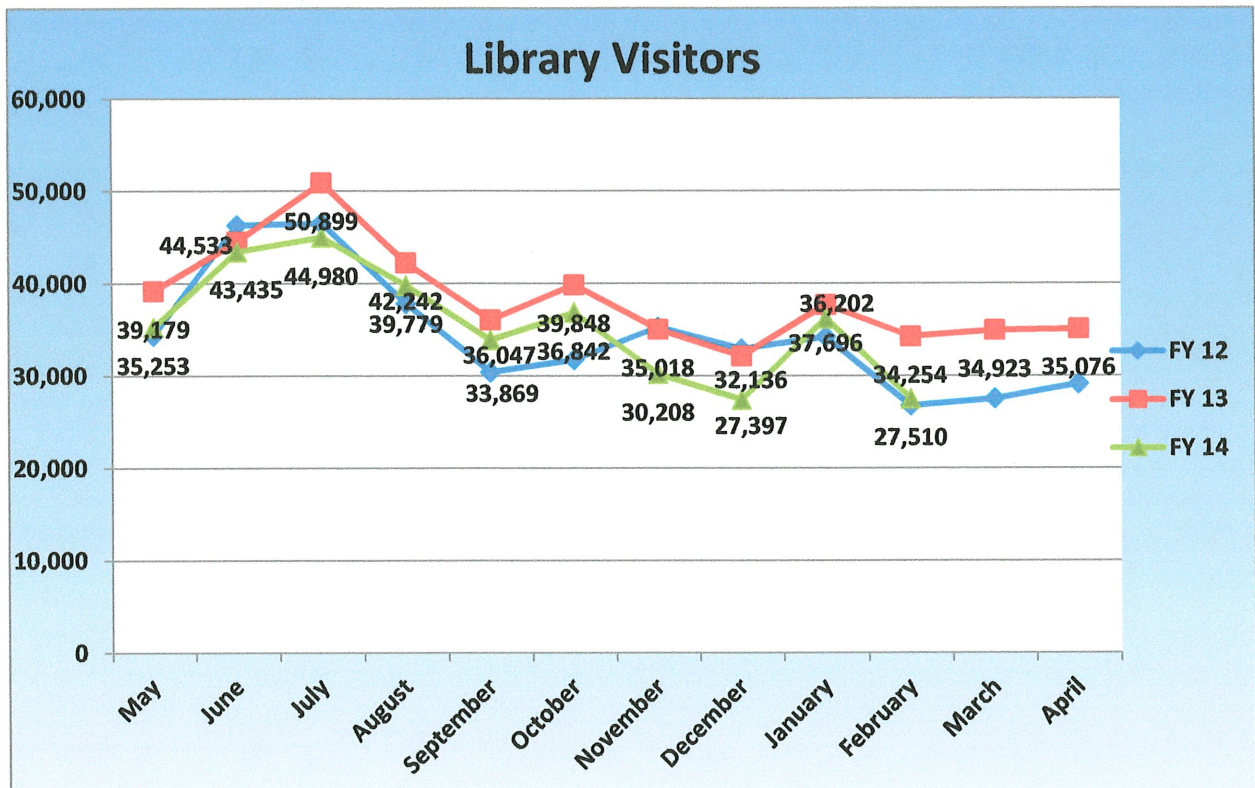
While I am at PLA March 11 -15, I intend to spend some time in the exhibits looking at hardware. We are frustrated with our 3M self checks, in particular the unlockers and how often they not working. We have been testing some different tags that cover the entire DVD or CD disc. So far we are optimistic that these tags might offer the best solution currently available. We could move to these tags and eliminate the need for the unlockers. Since it is estimated that the Library owns 40,000+ of these disc type items, it would be a significant undertaking to add these new tags to all of them. Our self checks are coming up for replacement on our fixed asset list. Staff are dissatisfied enough with the unreliability of our 3M self checks that I want to take a good look at what else is out there.

2. Statistics



A total of 106,520 items were borrowed in February 2014 compared to 117,568 items lent in February 2013. Despite the extreme cold, there were 27,519 visitors to the Library and Bookmobile in February, a decrease from the 34,254 visitors in February 2013.

Staff answered 3656 questions from customers this month.



Programs and Attendance in the month of February:

Children Programs and Attendance

Storyteller Nancy Tolson – 17 attended

My 1st Reading Program – 129 registered, 51 completed

Toddler story times – 8 sessions – 127 attended

Preschool story times – 4 sessions – 76 attended

2nd Saturday family story time – 18 attended

Wiggle Giggle evening story time – 11 attended

Tales for Tails (read to dogs) – 3 sessions – 62 attended

YWCA toddler class visit – 13 attended

Cub Scouts visit – 14 attended

Library activity at ABC Team Winterfest literacy event – 106 attended

Visited Katie's Kids Day Care – 51 attended

Visited Milestones Day Care – 13 attended

Visited Head Start classes at Stilwell location – 32 attended
Visited Head Start classes at Brigham location – 40 attended
An interactive display called I Love My Library was offered.

Principals from District 87 grade schools were invited to the Library for a Story Time.
Attendance for each school:

- Sheridan- 17
- Irving – 24
- Bent – 33
- Oakland – 52
- Washington – 75
- Stevenson – 41
- Sarah Raymond - 9

Teen Programs and Attendance

Anime Now – 2 sessions – 17 attended

Project Create: Microwave Munchables – postponed due to weather

The Teen Librarian went to the following schools and promoted books to the teens:
Chiddix Junior High: 80

Adult Programs and Attendance

Fiction – 1 session – 5 attended

Mystery Book Club – 1 session – 6 attended

Nonfiction Book Club – 1 session – 3 attended

Books on Tap – 1 session – 9 attended

History Book Club – postponed to March due to weather

Classic Movie – 1 session – 0 attended (inclement weather on this day)

Small Business Series: Pinterest – 1 session – 14 attended

Books, Hooks, and Needles – 1 session – 1 attended

DIY series: Beading – 1 session – 8 attended

DIY series: Floral Arrangements – 1 session – 11 attended

Normal after the Civil War, a Black History Month program – 1 session – 18 attending

The Adult Winter Reading program ended on March 2. There were 135 registrants and 58 finished. Of these, ten were staff members. Readers needed to complete six adult or teen titles within the weeks of this program.

3. Quiet Reading Room

At our last Board meeting, Narendra suggested the Board consider discussing whether the Quiet Reading Room should be converted to a meeting room. The room is 28.5 by 19 feet which would be an adequate size for this use. This room would offer greater

access to both Bloomington and Golden Prairie Board meetings and solve the problem of the locked door. It could also be used for book club meetings and reserved by the public if we so choose. Staff would like to take down two sections of the periodical shelving which would make room for the soft seating in the Quiet Reading Room to move to that space. Other than adding a cold air return and purchasing a large table and chairs, nothing else would be required for the conversion. I am going to add this topic to the agenda for discussion and offer to take a brief trip up to see the area after the meeting, if anyone is interested.

4. Art Week

The Library will host A Novel Night of Art & Jazz followed by a one-week silent auction of the Library's Circulating Art Collection in late May.

We are hoping that each member of the Library Board of Trustees will sell/buy 10 tickets to the event on May 16 in an effort to build our crowd and stir momentum for the event.

Since alcohol will be available at a cash bar at the Friday night event, the Board will need to approve a resolution approving this. The resolution will be on the agenda for this meeting.

A Novel Night of Art & Jazz (part 1)

- From 6-9pm on Friday, May 16, the Library will host A Novel Night of Art & Jazz on its Upper Floor. The event will include an evening of live jazz with Glenn Wilson's four-piece band (music from 6:30-8:30), hors d'oeuvres catered by A. Renee, and viewing of the Library's extensive McCurdy Art Collection which includes etchings and dry points from well-known artists such as Mary Cassatt, Edgar Degas, James Whistler, Joseph Pennell, and many others.
- Attendees will be given the first chance to bid on (or buy outright) pieces from the Library's Circulating Art Collection which is being disbanded.
- Three circulating art prints will be door prizes at A Novel Night of Art & Jazz. A cash bar of wine and craft beer will also be available.
- This will be a ticketed event with tickets costing \$15 per person or 2 for \$25.
- Tickets will be sold at the Circulation Desk and on the Bookmobile in advance and not available at the door.

Silent Auction (part 2)

- From Sat., May 17-Sat., May 24, the remains of the Library's Circulating Collection will be sold to the public via silent auction in the Community Room.

- The silent auction will end at 2pm on Saturday, May 24.

5. Concealed Carry Not Allowed Signs Posted

You may have noticed the new signs posted at the entrances indicating that concealed weapons are not allowed in the Library. This is the official sign specified by the Illinois State Police. Public buildings, such as the Library, are able to not allow guns to be carried into the building under the new law. I brief policy on this is in the packet for your approval.

Respectfully submitted,
Georgia Bouda, Director

W

28 1/2 ft

bustust

SD1248

SD1248

19 ft

N

PERICALS 60"(30sf)

SD1248	SD1248	SD1248	SD1248	SD1248
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LOCAL HISTORY 84"(14sf)

SD1248	SD1248	SD1248	SD1248	SD1248
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LOCAL HISTORY 84"(14sf)

atlas

map

clip files

microfilm

BLOOMINGTON PUBLIC LIBRARY
FY 2014 FISCAL REPORT

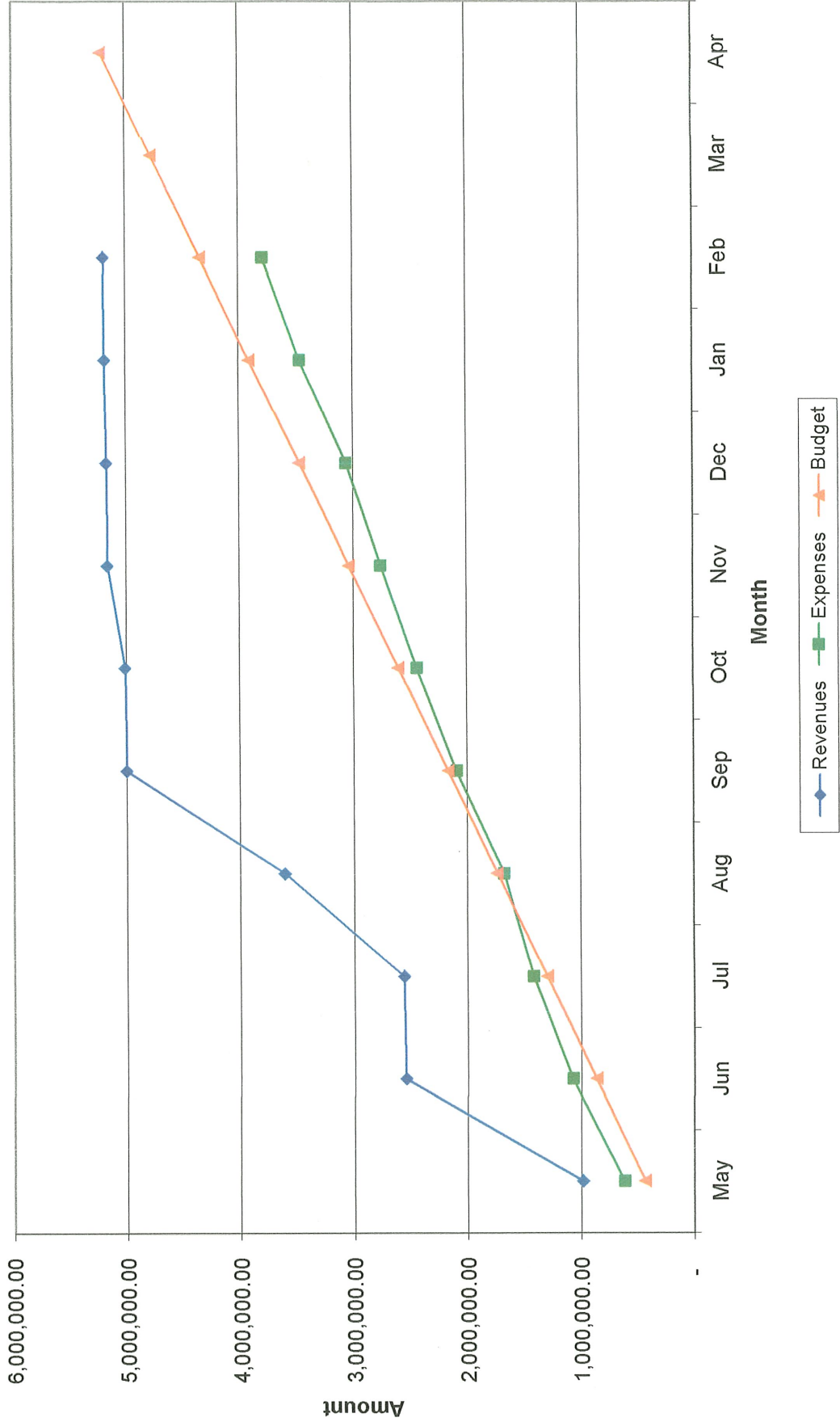
REVENUES:

ACCT NAME	BUDGET	FEB 2014	YR-TO-DATE	AMOUNT OVER/UNDER	% RECEIVED
Property Tax	4,513,477	0.00	4,508,035.24	(5,441.76)	99.9
Replacement Tax	130,400	0.00	130,400.00	0.00	100.0
State Grants	77,000	0.00	78,728.27	1,728.27	102.2
GPPLD	380,000	0.00	363,927.62	(16,072.38)	95.8
Fees & Rentals	80,000	6,121.39	70,849.14	(9,150.86)	88.6
Copies	3,600	278.45	3,413.90	(186.10)	94.8
Interest on Investments	3,000	34.56	584.57	(2,415.43)	19.5
Interest from Taxes	0	0.00	52.18	52.18	-----
Sale of Property	1,000	0.00	805.00	(195.00)	80.5
Donations	10,000	0.00	4,588.08	(5,411.92)	45.9
Other Private Grants	0	0.00	1,000.00	1,000.00	-----
Cash Over/Short	0	11.46	21.75	21.75	-----
Other	14,000	3,460.38	35,214.57	21,214.57	251.5
Total Revenues	5,212,477	9,906.24	5,197,620.32	(14,856.68)	99.7

ACCT NAME	BUDGET	FEB 2014	YR-TO-DATE	AMOUNT OVER/UNDER	% SPENT
Full-Time Salaries	1,877,650	144,292.73	1,466,811.81	(410,838.19)	78.1
Part-Time Salaries	381,725	26,590.71	281,670.51	(100,054.49)	73.8
Seasonal Salaries	35,990	1,008.51	33,072.73	(2,917.27)	91.9
Overtime Salaries	1,100	0.00	0.00	(1,100.00)	0.0
Other Salaries	0	3,542.22	44,471.34	44,471.34	-----
Total Sals & Wages	2,296,465	175,434.17	1,826,026.39	(470,438.61)	79.5
Dental Insurance	11,050	817.36	8,390.46	(2,659.54)	75.9
Vision Insurance	2,600	204.96	1,983.33	(616.67)	76.3
Health Insurance, BC/BS PPO	234,700	17,043.08	171,479.60	(63,220.40)	73.1
Health Insurance, OSF HMO	79,100	9,214.58	79,613.38	513.38	100.6
Life Insurance	3,900	459.08	2,379.23	(1,520.77)	61.0
IMRF	299,300	21,470.78	246,581.51	(52,718.49)	82.4
FICA	142,320	10,022.73	110,375.80	(31,944.20)	77.6
Medicare	33,290	2,344.06	25,814.16	(7,475.84)	77.5
Worker's Comp	30,000	0.00	0.00	(30,000.00)	0.0
Uniforms	600	132.94	193.73	(406.27)	32.3
Tuition Reimb	10,000	0.00	7,512.00	(2,488.00)	75.1
Other Benefits	30,000	0.00	0.00	(30,000.00)	0.0
Total Benefits	876,860	61,709.57	654,323.20	(222,536.80)	74.6
Rentals	26,000	1,279.92	14,899.61	(11,100.39)	57.3
Total Rentals	26,000	1,279.92	14,899.61	(11,100.39)	57.3
Building Mtnc	125,000	1,685.41	35,300.30	(89,699.70)	28.2
Vehicle Mtnc	20,000	0.00	1,903.12	(18,096.88)	9.5
Office & Computer Mtnc	155,000	726.40	140,338.59	(14,661.41)	90.5
Other Mtnc	25,000	520.75	1,332.12	(23,667.88)	5.3
Total Repair/Mtnc	325,000	2,932.56	178,874.13	(146,125.87)	55.0

ACCT NAME	BUDGET	FEB 2014	YR-TO-DATE	AMOUNT OVER/UNDER	% SPENT
Advertising	15,000	260.00	10,576.90	(4,423.10)	70.5
Printing/Binding	17,000	(430.00)	12,854.68	(4,145.32)	75.6
Travel	13,200	266.00	2,417.91	(10,782.09)	18.3
Membership Dues	8,500	331.00	4,195.00	(4,305.00)	49.4
Professional Development	12,000	35.00	4,086.00	(7,914.00)	34.1
Other Purchased Services	90,000	5,331.80	66,014.75	(23,985.25)	73.3
Property Insurance	25,000	0.00	(48.00)	(25,048.00)	-0.2
Vehicle Insurance	6,000	0.00	0.00	(6,000.00)	0.0
Other Insurance	3,600	0.00	4,889.00	1,289.00	135.8
Total Purchased Services	190,300	5,793.80	104,986.24	(85,313.76)	55.2
Office Supplies	52,000	135.02	5,658.65	(46,341.35)	10.9
Computer Supplies	80,000	5,542.65	32,710.59	(47,289.41)	40.9
Copier Supplies	6,000	0.00	2,298.99	(3,701.01)	38.3
Postage	28,000	2,985.49	6,323.95	(21,676.05)	22.6
Library Supplies	77,500	12,687.72	52,079.99	(25,420.01)	67.2
Janitorial Supplies	13,500	822.47	11,071.05	(2,428.95)	82.0
Gas & Diesel Fuel	8,000	358.53	5,997.43	(2,002.57)	75.0
Building Mtnc & Repair Supplies	7,500	2,805.20	9,914.29	2,414.29	132.2
Total Supplies	272,500	25,337.08	126,054.94	(146,445.06)	46.3
Natural Gas	40,000	17,270.75	36,975.30	(3,024.70)	92.4
Electricity	105,000	10,262.00	69,483.26	(35,516.74)	66.2
Water	7,500	491.95	7,232.02	(267.98)	96.4
Telecommunications	30,000	2,500.56	20,846.51	(9,153.49)	69.5
Total Utilities	182,500	30,525.26	134,537.09	(47,962.91)	73.7
Professional Collection	7,000	158.79	3,955.73	(3,044.27)	56.5
Total Prof Collection	7,000	158.79	3,955.73	(3,044.27)	56.5
Periodicals	32,000	(621.05)	18,899.95	(13,100.05)	59.1
Adult Books	165,300	13,541.13	134,329.94	(30,970.06)	81.3
Children's Books	120,300	13,287.09	100,198.40	(20,101.60)	83.3
A/V Materials	167,100	16,140.31	143,635.82	(23,464.18)	86.0
Public Access Software	178,800	0.00	127,356.95	(51,443.05)	71.2
Ebooks	33,300	9,000.00	42,300.00	9,000.00	127.0
Total Materials	696,800	51,347.48	566,721.06	(130,078.94)	81.3
Employee Relations	5,000	268.11	1,456.19	(3,543.81)	29.1
Miscellaneous Expenses	12,000	311.09	3,831.18	(8,168.82)	31.9
ERI Reimbursement	36,732	0.00	36,732.00	0.00	100.0
Fixed Asset Fund Transfer	170,768	0.00	170,768.00	0.00	100.0
To Capital Fund	114,552	0.00	0.00	(114,552.00)	0.0
Total Other Expenses	339,052	579.20	212,787.37	(11,712.63)	62.8
Total Expenses	5,212,477	355,097.83	3,823,165.76	(1,389,311.24)	73.3

BPL FY 2013-2014



EXPLANATIONS FOR VARIANCES IN EXCESS OF 5%
(Variance of 78.3% - 88.3% is acceptable)
February 2014

Property Tax (99.9%): The Library has received all of its distributions for the year.

Replacement Tax (100.0%): The Library received its total projected amount in July.

State Grants (102.2%): The Library received a little more than projected.

Golden Prairie (95.8%): The Library has received all of its distributions for the year.

Fees & Rentals (88.6%): This is higher than projected due to the success of the collection agency.

Copies (94.8%): Copies are higher than projected due to allowing the public to make color copies at a higher price than the black and white copies.

Interest on Investments (19.5%): Interest rates are still low.

Donations (45.9%): This is less than projected at this point.

Other (251.5%): This is over the projected amount due to the sale of items from the Book Shoppe.

Full-Time Salaries (78.1%): This is just slightly under-spent because the retro and bonuses for employees were charged to another line item, Other Salaries.

Part-Time Salaries (73.8%): This is still under-spent because the retro and bonuses for employees were charged to another line item, Other Salaries.

Seasonal Salaries (91.9%): This is over-spent because the majority of this is spent during the summer months.

Overtime Salaries (0.0%): Nothing has been paid from this line item.

Dental Insurance (75.9%): This is under-spent because fewer staff enrolled in the program than projected.

Vision Insurance (76.3%): This is under-spent because fewer staff enrolled in this program than projected.

Health Insurance - PPO (73.1%): This is under-spent because fewer staff enrolled in this program than projected.

Health Insurance - HMO (100.6%): This is over-spent because more staff enrolled in this program than projected.

Life Insurance (61.0%): Charges have been minimal.

FICA (77.6%): Charges have been minimal.

Medicare (77.5%): Charges have been minimal.

Worker's Compensation (0.0%): Nothing has been paid from this line item yet.

Uniforms (32.3%): Charges have been minimal.

Tuition Reimbursement (75.1%): We recently paid the spring tuition for two staff enrolled in the MLS program at the U of I.

Other Benefits (0.0%): Nothing has been paid from this line item yet.

Rentals (57.3%): Charges have been minimal.

Building Maintenance (28.2%): Charges have been minimal.

Vehicle Maintenance (9.5%): Charges have been minimal.
Office & Computer Maintenance (90.5%): This line item is over-spent because several one-time annual payments for Library services, i.e. database service, Collection HQ, etc. have been paid.
Other Property Maintenance (5.3%): Charges have been minimal.
Advertising (70.5%): Charges have been minimal.
Printing/Binding (75.6%): Charges have been minimal.
Travel (18.3%): Charges have been minimal.
Membership Dues (49.4%): Charges have been minimal.
Professional Development (34.1%): Charges have been minimal.
Other Purchased Services (73.3%): Charges have been minimal.
Property Insurance (-0.2%): The Library received a check from the insurance company for a refund of an over-charge.
Vehicle Insurance (0.0%): Nothing has been paid from this line item yet.
Other Insurance (135.8%): This was higher than what we projected.
Office Supplies (10.9%): Charges have been minimal.
Computer Supplies (40.9%): Charges have been minimal.
Copier Supplies (38.3%): Charges have been minimal.
Postage (22.6%): Charges have been minimal.
Library Supplies (67.2%): Charges have been minimal.
Gas & Diesel Fuel (75.0%): Charges have been minimal.
Building Maintenance Supplies (132.2%): This is higher than projected due to the purchase of additional ice melt.
Natural Gas (92.4%): This is over-spent because of the high winter heating bills.
Electricity (66.2%): Charges have been minimal.
Water (96.4%): This is over-spent at this point because of the watering that was done over the summer months.
Telecommunications (69.5%): Charges have been minimal.
Professional Collection (56.5%): Charges have been minimal.
Periodicals (59.1%): Charges have been minimal.
Public Access Software (71.2%): Charges have been minimal.
Ebooks (127.0%): The Library deposited additional funds into the OverDrive account, based on customer demand for downloadable materials.
Employee Relations (29.1%): Charges have been minimal.
Miscellaneous Expenses (31.9%): Charges have been minimal.
ERI Reimbursement (100.0%): One transfer was made for the year, as opposed to transferring one-twelfth each month.
Fixed Asset Fund Transfer (100.0%): One transfer was made for the year, as opposed to transferring one-twelfth each month.
To Capital Fund (0.0%): This transfer has not been made yet.

The Donations line item breaks out as follows:

Summer Reading Program, Community Donations:	\$ 2,405.00
Fountain Receipts:	8.08
State Farm Good Neighbor Grant (Nancy Miller & Denyce Berg):	1,000.00

Unitarian Universalist Church, Donation for	
Spanish Books:	400.00
Memorial Donations:	125.00
Central Ill Downs Syndrome Assoc, Donation	
For Books:	200.00
Luther Oaks, Donation for Bi-Folkal Kits:	250.00
Miscellaneous:	200.00
Total Donations:	\$ 4,588.08

The Other Revenue line item breaks out as follows:

Print Station:	\$ 7,845.05
Book Shoppe:	16,748.00
Sale of Reusable Bags:	252.50
Sale of Sling Backpacks:	481.75
Sale of Earbuds:	852.50
Sale of Flashdrives:	136.50
Sale of CD-R's:	45.00
Sale of Totebags:	0.00
Hot Beverage Station:	970.00
Test Proctoring:	1,405.00
Meeting Room Fees:	722.50
B Logistics Revenue:	2,667.57
Amazon.com (Online materials sales):	1,434.64
Bloomington-Normal-Opoly Game:	400.00
Miscellaneous:	1.253.56
Total Other Revenue:	\$35,214.57

During February, 12 batches containing 118 invoices were processed, totaling \$94,800.62 and 188 credit card charges were made totaling \$38,859.91.

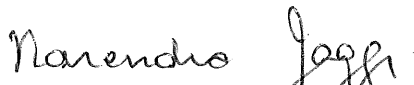
Library Fund Balance Information, 2/28/14:

Operating:	\$ 1,822,531.10
Capital:	\$ 1,734,176.13
Fixed Assets:	\$ 825,376.47

APPROVAL OF BILLS

BILLS LIST

Approved by BPL Board of Trustees, March 18, 2014


Signature, BPL Trustee

Vendor	Line Item	Amount
A-1 Locksmiths & Security, Ltd	Building Maintenance	75.00
Ameren IP	Electricity	10,262.00
Automatic Fire Sprinkler, LLC	Building Maintenance	375.00
Bibliotheca	Library Supplies	3,360.00
Bill's Key & Lock Shop	Building Maintenance	94.55
Bouda, Georgia	Travel	266.00
Bound to Stay Bound Books	Juvenile Books	1,482.17
Brodart Company	Library Supplies	2,029.51
CDW Government	Computer Supplies	(141.83)
Cengage Learning	Adult Books	1,964.58
Center Point Large Print	Adult Books	563.22
Children's Plus, Inc.	Juvenile Books	1,294.05
City of Bloomington	Dental Insurance	817.36
City of Bloomington	FICA	10,022.73
City of Bloomington	Health Insurance-HMO	9,214.58
City of Bloomington	Health Insurance-PPO	17,043.08
City of Bloomington	IMRF	21,470.78
City of Bloomington	Life Insurance	459.08
City of Bloomington	Medicare	2,344.06
City of Bloomington	Payroll	175,434.17
City of Bloomington	Vision Insurance	204.96
City of Bloomington	Water	491.95
Cummins Crosspoint	Vehicle Maintenance	988.11
Demco	Library Supplies	375.07
Farnsworth Group	Other Purchased Services	2,097.00
Findaway World, LLC	A/V Materials	450.41
Frontier	Telecommunications	1,637.51
Genealogical Publishing	Adult Books	13.45
Glen Ellyn Public Library	Miscellaneous Expenses	4.19
Haney, Eric (A-1 Haney Plumbing)	Building Maintenance	478.34
Henricksen	Library Supplies	325.18
Henricksen	Other Purchased Services	350.00
Hunter, Rebecca	Other Purchased Services	150.00
Illinois Wesleyan University	Other Purchased Services	677.57
KCN Solutions	Building Mtns Supplies	789.00
Matthews Specialty Vehicles	Vehicles	52,835.00
Mid Illinois Mechanical Services, Inc.	Building Maintenance	620.27
Midwest Mailing & Shipping Systems, Inc.	Office/Equipment Mtns	137.67
Midwest Tape	A/V Materials	4,695.55
Miller Janitorial Supply	Janitorial Supplies	503.36
Nicor/Northern Illinois Gas	Natural Gas	17,270.75
Officemax	Computer Supplies	773.77
Officemax	Janitorial Supplies	123.36

OverDrive
 PATH
 Penworthy Company
 Pyne, Edward (The Normalite)
 Random House, LLC
 Recorded Books, LLC
 Research Technology International
 Ricoh, USA, Inc.
 Schaumburg Township District Library
 Schmidt, James
 Taylor, Pamela (SeaStar Aquascapes)
 ThyssenKrupp Elevator Corp.
 Tri-County Irrigation & Plumbing, Inc.
 U S Postage Service
 Unique Management Services, Inc.
 Weber Electric, Inc.
 Weber Electric, Inc.
 VISA - 1000Bulbs.com
 VISA - Alibris Books
 VISA - Amazon Marketplace
 VISA - Amazon.com
 VISA - Amazon.com
 VISA - Amazon.com
 VISA - Amazon.com
 VISA - American Library Association
 VISA - American Library Association
 VISA - Baker & Taylor Books
 VISA - Baker & Taylor Books
 VISA - Baker & Taylor Books
 VISA - Baker & Taylor Books
 VISA - Baker & Taylor Books
 VISA - Comcast
 VISA - Demco
 VISA - Denny's Doughnuts
 VISA - Dollar Tree
 VISA - Dollar Tree
 VISA - Dollar Tree
 VISA - Dollar Tree
 VISA - Don Smith Paint Co.
 VISA - Dungarees
 VISA - Engraving Express
 VISA - Federal Express
 VISA - Hobby Lobby
 VISA - Huck's Food & Fuel
 VISA - Hulbert Financial Digest
 VISA - Ingram
 VISA - Jewel Osco
 VISA - K-Mart
 VISA - Kroger
 VISA - Lowe's
 VISA - Maker Media
 VISA - Mantra Lingua
 VISA - McLeod
 VISA - Menards
 VISA - Michael's
 VISA - Network Solutions

Ebooks	9,000.00
Professional Development	35.00
Juvenile Books	1,511.96
Periodicals	19.95
A/V Materials	26.25
A/V Materials	715.80
Library Supplies	3,337.45
Rentals	1,079.92
Miscellaneous Expenses	25.00
Other Purchased Services	23.05
Other Purchased Services	106.00
Building Maintenance	56.18
Other Property Mtn	520.75
Postage	4,500.00
Other Purchased Services	1,020.30
Building Maintenance	661.36
Vehicle Maintenance	281.28
Building Mtn Supplies	657.93
Adult Books	92.26
A/V Materials	558.16
A/V Materials	226.59
Adult Books	99.97
Computer Supplies	412.96
Other Purchased Services	47.95
Membership Dues	331.00
Professional Development	35.00
A/V Materials	8,881.99
Adult Books	8,950.67
Juvenile Books	5,713.54
Other Purchased Services	21.48
Professional Collection	137.31
Telecommunications	69.85
Library Supplies	154.00
Other Purchased Services	15.00
Employee Relations	6.00
Janitorial Supplies	34.00
Library Supplies	6.00
Other Purchased Services	30.00
Building Mtn Supplies	29.99
Uniforms	132.94
Office Supplies	24.00
Postage	10.84
Other Purchased Services	22.97
Fuel	56.19
Periodicals	59.00
Adult Books	1,005.66
Employee Relations	49.99
Janitorial Supplies	141.84
Employee Relations	165.86
Building Mtn Supplies	13.98
Computer Supplies	230.85
Juvenile Books	495.66
Telecommunications	130.66
Building Mtn Supplies	89.99
Other Purchased Services	36.84
Office/Equipment Mtn	588.73

VISA - NewEgg.com
 VISA - News Gazette, Inc.
 VISA - Nybakke Vacuum Shop
 VISA - Officemax
 VISA - Oriental Trading Co.
 VISA - Orkin Pest Control
 VISA - Party City
 VISA - Party City
 VISA - POS Supply Solutions
 VISA - Regional Help Wanted.com
 VISA - Rockford Map Publishers
 VISA - Sprint
 VISA - Two Men & a Truck
 VISA - U-Haul Moving & Storage
 VISA - USBoerne Books
 VISA - USPS
 VISA - Wal-Mart
 VISA - Wal-Mart
 VISA - Wal-Mart
 VISA - Wal-Mart
 VISA - Wal-Mart.com
 VISA - World Book, Inc.
 VISA - World Label.com

Total

Computer Supplies	3,056.03
Adult Books	119.00
Building Mtnc Supplies	71.94
Library Supplies	289.10
Library Supplies	62.99
Building Maintenance	400.00
Employee Relations	36.44
Other Purchased Services	27.90
Library Supplies	894.66
Advertising	260.00
Adult Books	114.95
Telecommunications	308.95
Other Purchased Services	1,111.25
Library Supplies	21.80
Juvenile Books	2,183.03
Postage	6.49
Employee Relations	1.84
Janitorial Supplies	7.94
Library Supplies	42.59
Miscellaneous Expenses	15.92
Other Purchased Services	12.19
Other Purchased Services	109.84
Juvenile Books	191.70
Library Supplies	44.50

406,501.51

Bloomington Public Library
Monthly Statistics - February 2014

	Current Month	Cumulative	Last Year	Cumulative
CIRCULATION				
Adults	52,942	597,192	57,524	623,106
Teens	2,890	33,711	2,740	34,525
Children	42,275	517,596	47,525	542,276
OTR Adults	1,741	23,548	2,508	27,389
OTR Teens	89	1,275	128	1,452
OTR Children	2,114	36,031	3,084	40,895
e-Books - Freading	19	278	2,760	24,305
e-Books - Overdrive	3,468		N/A	N/A
Freegal downloads	625	7,246	940	7,836
Zinio Magazines	357	3,613	359	1,040
TOTALS				
Adults	54,683	620,740	60,032	650,495
Teens	2,979	34,986	2,868	35,977
Children	44,389	553,627	50,609	583,171
Digital Downloads	4,469	11,137	4,059	33,181
COMBINED TOTAL	106,520	1,220,490	117,568	1,302,824
ITEMS IN THE COLLECTION				
Main	284,791	284,791	274,392	274,392
OTR	12,327	12,327	13,275	13,275
TOTAL	297,118	297,118	287,667	287,667
HOLDS FILLED	7,382	79,057	7,191	69,528
CARDHOLDERS				
Added	357	4,810	484	6,097
TOTAL BY TYPE				
Adults	28,018	28,018	22,111	22,111
Teens	2,427	2,427	1,958	1,958
Children	7,137	7,137	5,922	5,922
Combined Total of Active Cards	37,582	37,582	29,991	29,991
REFERENCE QUESTIONS				
Adults	2,594	28,775	3,007	32,296
Teens	47	713	33	256
Children	779	10,113	891	10,144
OTR	79	666	124	2,505
Circulation	936	5,005	1,226	11,298
	4,435			
PROGRAMS				
Story Times	21	134	13	116
Adult	10	133	13	186
Teens	2	70	8	59
Juvenile	5	45	6	39
Outreach Adult	0	0	0	0
Outreach Teen	0	0	0	0
Outreach Juvenile	0	0	0	0
PROGRAM ATTENDANCE				
Story Times	483	2,696	274	2,901

Bloomington Public Library
Monthly Statistics - February 2014

	Current Month	Cumulative	Last Year	Cumulative
Adult Programs	75	1,700	99	2,264
Teen Programs	17	450	39	637
Juvenile Programs	208	3,456	427	3,890
Outreach Adult	0	0	0	0
Outreach Teen	0	0	0	0
Outreach Juvenile	0	0	0	0
SUMMER READING PARTICIPANTS				
CHILDREN				
Registered	0	4,458	0	4,696
Completed	0	2,635	0	2,832
TEENS				
Registered	0	822	0	783
Completed	0	387	0	431
ADULTS				
Registered	0	2,261	0	2,361
Completed	0	1,077	0	1,208
TOTAL				
Registered	0	7,541	0	7,840
Completed	0	4,099	0	4,471
COMPUTER USE				
Public computer uses	4,026	50,924	5,185	55,825
Website database/catalog hits	14,542	82,001	11,818	101,563
Online Resource (Database) uses	4,016	40,950	3,023	42,950
TOTAL	22,584	173,875	20,026	200,338
INTERLIBRARY LOAN				
Borrowing Requests Received	358	3,868	403	3,900
Outgoing Loans (Lending)	267	2,607	331	2,880
CONTACTS w/ COMMUNITY GROUPS				
Inside the library (events)	3	75	4	98
Outside the library (events)	7	77	11	87
Number of people	328	12,469	853	16,217
VOLUNTEER HOURS	154	1,764	221	1,299
MEETING ROOM USAGE				
Study Room	63	667	103	927
Digital Media Lab	35	435	0	0
Customer Visits (MAIN)	26,968	345,499	33,347	380,544
Customer Visits (OTR)	542	10,976	907	11,308
COMBINED TOTAL VISITS	27,510	356,475	34,254	391,852
TRAINING HOURS	66	807	148	1,222

Golden Prairie Public Library District
Board of Trustees Meeting
January 15, 2014
7:00 am

Minutes

- I. Call to Order
President Ives called the meeting to order at 7:02 a.m.
- II. Roll Call
MEMBERS PRESENT: Carol Carey-Odekirk, Carolyn Dail, Tim Ervin, Lynn Gray, Adrienne Ives, Stephen Peterson (arrived at 7:06 a.m.), Patti Salch

MEMBERS ABSENT: None

OTHERS PRESENT: Georgia Bouda, Laura Golaszewski, Kathy Jeakins, Caprice Prochnow
- III. Introductions & Public Comment
There were no introductions or public comments.
- IV. Approval of Minutes
A. December 18, 2013
PATTI SALCH MOVED, CAROL CAREY-ODEKIRK SECONDED, TO APPROVE THE AMENDED MINUTES TO REFLECT ADRIENNE IVES AS BEING PRESENT AT THE DECEMBER 18, 2013 MEETING. THE MOTION CARRIED UNANIMOUSLY.
- V. President's Report
President Ives had nothing to report.
- VI. Staff Reports
A. Director's Report
Director Bouda shared that the Spring Program Guide was inserted in the Pantagraph on January 5th in the Golden Prairie area.
Director Bouda stated that the India program that was postponed from November will be held this Sunday, January 19.
Director Bouda shared that three proposals had been received for the bookmobile. After assessing the completion and specification adherence of each proposal, it was Michael Swendrowski's recommendation to select Matthews Specialty Vehicles. This will go before the BPL Board next week for approval.

Director Bouda shared that the bid packet is being prepared this week for the Boiler and Controls project, so that the BPL Board may approve this next week as well. Director Bouda shared that she is going to ask the BPL Board to recommend to the Foundation to fund a Staff Development Day in May. Warren Graham, "Black Belt Librarian", will speak to staff on providing good customer service and how to deal with difficult people.

B. Outreach Report

Laura Golaszewski shared that the bookmobile was off the road over the past month for the holidays and some days due to cold weather. Laura stated that the bookmobile recently had a maintenance check and things looked good. She went on to say that one of the antennas had to be re-secured to the roof of the bookmobile.

VII. Fiscal Report

Kathy Jeakins stated that the year-end financial report appeared in the paper before the end of the year. She went on to say that the transfer was made from the Operating to the Capital Fund.

1. Approve December Financial Report

PATTI SALCH MOVED, CAROL CAREY-ODEKIRK SECONDED, TO APPROVE THE DECEMBER FINANCIAL REPORT.

AYES: CAROL CAREY-ODEKIRK, CAROLYN DAIL, TIM ERVIN, LYNN GRAY, STEPHEN PETERSON, PATTI SALCH, ADRIENNE IVES

NAYES: NONE

ABSENT: NONE

THE MOTION CARRIED UNANIMOUSLY.

VIII. Unfinished Business

A. Discussion of Marketing Ideas

The Board members shared what they had discovered about posting information on township websites or in newsletters within Golden Prairie's district.

Carol Carey-Odekirk shared that Dale Township does not have a website or a Facebook page, but they do have a newsletter that comes out twice a year in March and October. She went on to say that she had contacted someone and they said they would be more than happy to have information included that would pertain to the township readers. Carol has all the contact information and she is willing to take care of getting something added in their newsletter.

Stephen Peterson shared that he had sent an email to the Downs Village Board, and they were fine with putting up a GPPLD page or a link. He also tried contacting a few people connected with the Old Town township, and as of yet, has not received a response.

Patti Salch shared that Ellsworth (in Dawson Township) posts its community announcements at the post office and at Doyle's gas station. There is no longer a mailing address in Bentown. Patti discovered that Holder no longer has a post office and all announcements are posted at the grain elevator. She stated that in Arrowsmith, items are posted at the old school by the Village Hall, the window of the chiropractor, the post office, and at the Village Hall.

After sharing what was discovered for posting at the various townships, the Board members discussed sharing the Spring and Fall Program Guides at these locations, along with "Did You Know" flyers throughout the year about services offered at the Library. There was some discussion about a few of the members getting together with Rhonda to pull some things together for flyers and/or electronic advertising. The Board members are to share the contact information from the Townships with Caprice.

IX. New Business

- A. Approve Illinois Library Association Dues for Adrienne Ives in the amount of \$75.00
CAROL CAREY-ODEKIRK MOVED, STEPHEN PETERSON SECONDED,
TO APPROVE ILLINOIS LIBRARY ASSOCIATION DUES FOR
ADRIENNE IVES IN THE AMOUNT OF \$75.00.

AYES: CAROL CAREY-ODEKIRK, CAROLYN DAIL, TIM
ERVIN, LYNN GRAY, STEPHEN PETERSON, PATTI
SALCH, ADRIENNE IVES

NAYES: NONE

ABSENT: NONE

THE MOTION CARRIED UNANIMOUSLY.

B. Discussion and Approval of Compliance With Open Meetings Act

Director Bouda shared with Board members that the City Council made a few comments about the BPL Board meeting being held behind a locked door, so it really is important that GPPLD Board make their meetings more accessible.

Caprice Prochnow shared with Board members that the Library Security Officers were not interested in providing security for the early morning meeting, as it would require them to be self-employed, as they would be working for the Golden Prairie Public Library District, not the Bloomington Public Library. She checked with G4

Security and their rate is \$22 an hour with a 2 hour minimum, so each meeting would be a cost of \$44 or \$528 for a year.

After some discussion, it was decided that the Golden Prairie Board would move their meeting time to the third Wednesday of the month at 5:00 p.m. in the BPL Community Room on a trial basis, for the rest of their fiscal year, which would be from February through June 2014.

CAROLYN DAIL MOVED, TIM ERVIN SECONDED, TO APPROVE MOVING THE GPPLD BOARD MEETING TO THE THIRD WEDNESDAY OF EACH MONTH AT 5:00PM IN THE BPL COMMUNITY ROOM ON A TRIAL BASIS FROM FEBRUARY THROUGH JUNE 2014, THEREBY BECOMING COMPLIANT WITH THE OPEN MEETINGS ACT REQUIREMENT FOR ACCESSIBILITY.

AYES: CAROL CAREY-ODEKIRK, CAROLYN DAIL, TIM ERVIN, LYNN GRAY, STEPHEN PETERSON

NAYES: ADRIENNE IVES

ABSTAIN: PATTI SALCH

ABSENT: NONE

THE MOTION CARRIED.

X. Adjournment

President Ives adjourned the meeting at 7:53 a.m.

Incident Reports

Date	Time	Type
01/31	12:12 PM	PoliceAmbulanceCall
01/31	3:36 PM	InappropriateBehavior
01/31	3:40 PM	StolenDamagedLibraryMaterial
02/1	4:23 PM	Vandalism
02/3	10:18 AM	SleepingIncident
02/3	1:37 PM	SleepingIncident
02/3	1:39 PM	InappropriateBehavior
02/3	1:54 PM	InappropriateAttire
02/3	3:42 PM	LostFound
02/3	8:04 PM	LostFound
02/3	8:28 PM	LostFound
02/4	11:09 AM	Vandalism
02/4	6:13 PM	StolenDamagedLibraryMaterial
02/6	12:34 PM	SleepingIncident
02/6	6:17 PM	Vandalism
02/10	6:36 PM	TobaccoUse
02/10	8:24 PM	StolenDamagedLibraryMaterial
02/11	8:20 PM	InappropriateBehavior
02/11	8:28 PM	InappropriateBehavior
02/11	8:34 PM	InappropriateBehavior
02/13	10:28 AM	InappropriateBehavior
02/13	3:38 PM	SleepingIncident
02/15	10:13 AM	InappropriateBehavior
02/15	10:34 AM	InappropriateBehavior
02/15	12:09 PM	InappropriateBehavior
02/15	4:15 PM	InappropriateBehavior
02/16	1:45 PM	InappropriateBehavior
02/16	4:12 PM	InappropriateBehavior
02/16	5:20 PM	InappropriateBehavior
02/18	7:13 PM	LibraryEquipmentIncident
02/18	7:18 PM	InappropriateBehavior
02/19	3:02 PM	Vandalism
02/19	3:08 PM	CustomerSuspensionViolation
02/19	7:24 PM	Other
02/20	11:03 AM	StolenDamagedLibraryMaterial
02/20	11:19 AM	Other
02/20	11:40 AM	Vandalism
02/20	4:25 PM	SleepingIncident
02/21	1:20 PM	TobaccoUse
02/22	3:04 PM	InappropriateBehavior
02/22	3:07 PM	InappropriateBehavior
02/22	3:16 PM	InappropriateBehavior
02/23	1:20 PM	InappropriateAttire
02/23	2:34 PM	InappropriateAttire
02/23	3:24 PM	SleepingIncident
02/23	4:06 PM	SleepingIncident
02/23	4:19 PM	PoliceAmbulanceCall
02/23	4:20 PM	PoliceAmbulanceCall
02/23	4:21 PM	PoliceAmbulanceCall
02/23	5:20 PM	AlcoholDrugs
02/24	10:18 AM	InappropriateBehavior
02/24	10:24 AM	InappropriateAttire
02/25	4:59 PM	SleepingIncident
02/25	6:05 PM	LibraryEquipmentIncident
02/25	8:34 PM	LibraryEquipmentIncident
02/25	8:40 PM	StolenDamagedLibraryMaterial
02/27	2:10 PM	InappropriateBehavior
02/27	2:23 PM	LibraryEquipmentIncident
02/27	5:31 PM	InappropriateAttire
02/27	6:41 PM	InappropriateBehavior
03/1	12:38 PM	Other

03/1	3:15 PM	SleepingIncident
03/1	4:09 PM	Loitering
03/1	4:21 PM	InappropriateBehavior

Suspension Reports

Date	Time	violation
02/18	7:15 PM	LibraryEquipmentIncident
02/23	1:03 PM	InappropriateBehavior
02/24	9:16 AM	TobaccoUse
02/25	12:41 PM	LibraryEquipmentIncident
02/27	2:12 PM	InappropriateBehavior

Bloomington Public Library
Policy on Carrying Guns on Library Property
Approved March 18, 2014

The Bloomington Public Library follows Illinois State Law which prohibits the carrying of any weapon, concealed or partially concealed, in the library building or on library property. In conformance with State Statute, the Library will post at all entrances to the building, driveways, and parking areas of the Library the required signs as approved by the State Police. Any violators will be reported to law enforcement and prosecuted to the fullest extent of the law.

DRAFT

FY2015 SALARY RANGES

<u>Position</u>	<u>Bottom of Range</u>		<u>Top of Range</u>	
	<u>Bi-Weekly</u>	<u>Annual</u>	<u>Bi-Weekly</u>	<u>Annual</u>
Part Time Security Officer	\$11.99/ hour		\$17.21/ hour	
Security Site Supervisor	\$ 1,060	\$ 27,560	\$ 1,688	\$ 43,888
Secretary	1,208	31,408	1,571	40,846
Network Administrator	1,403	36,478	1,826	47,476
Webmaster	1,403	36,478	1,826	47,476
Unit Manager	1,765	45,890	2,791	72,566
Marketing & Public Relations Manager	1,846	47,996	2,558	66,508
Librarian II	2,270	59,020	3,632	94,432
Information Technology Services Manager	2,714	70,564	3,226	83,876
Director	3,189	82,914	5,098	132,548

Salary ranges reflect a 2.25% increase over FY2014.

Art Week May 16 – 24, 2014

The Library will host A Novel Night of Art & Jazz followed by a one-week silent auction of the Library's Circulating Art Collection in late May.

We are hoping that each member of the Library Board of Trustees will sell/buy 10 tickets to the event on May 16 in an effort to build our crowd and stir momentum for the event.

Since alcohol will be available at a cash bar at the Friday night event, the Board will need to approve a resolution approving this. The resolution will be on the agenda for this meeting.

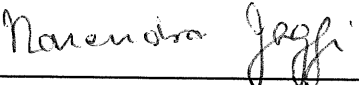
A Novel Night of Art & Jazz

- From 6-9 pm on Friday, May 16, the Library will host A Novel Night of Art & Jazz. The event will include an evening of live jazz with Glenn Wilson's four-piece band (music from 6:30-8:30), hors d'oeuvres catered by A. Renee, and viewing of the Library's extensive McCurdy Art Collection which includes etchings and dry points from well-known artists such as Mary Cassatt, Edgar Degas, James Whistler, Joseph Pennell, and many others.
- Attendees will be given the first chance to bid on (or buy outright) pieces from the Library's Circulating Art Collection which is being disbanded.
- Three circulating art prints will be door prizes at A Novel Night of Art & Jazz.
- A cash bar of wine and craft beer will also be available.
- This will be a ticketed event with tickets costing \$15 per person or 2 for \$25.
- Tickets will be sold at the Circulation Desk and on the Bookmobile in advance and not available at the door.

Silent Auction

- From Saturday, May 17 through Saturday, May 24, the remains of the Library's Circulating Collection will be sold to the public via silent auction in the Community Room.
- The silent auction will end at 2pm on Saturday, May 24. Winners will be notified and asked to pick up their picture.

Approved this 18th day of March, 2014



Narendra Jaggi, President

Bloomington Public Library

Books are just the beginning.

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205 E. Olive St., PO Box 3308

www.BloomingtonLibrary.org
(309) 828-6091

Bloomington, IL 61702-3308

FOR BOARD OF TRUSTEES: March 18, 2014

SUBJECT: Approval to Allow Consumption of Alcohol at the Bloomington Public Library event, A Novel Night of Art & Jazz, from 6 to 9 pm on May 16, 2014.

RECOMMENDATION/MOTION: That the consumption of Alcohol be Allowed at the Bloomington Public Library event, A Novel Night of Art & Jazz, from 6 to 9 pm on May 16, 2014 in the Library.

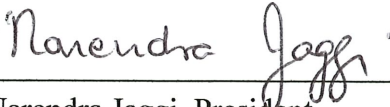
BACKGROUND: From 6 to 9 pm on May 16, 2014, the Bloomington Public Library will host A Novel Night of Art & Jazz. The event will include an evening of live jazz with Glenn Wilson's band, hors d'oeuvres and cash bar of beer and wine catered by A Renee, silent auction of pieces from the Library's circulating art print collection which is being disbanded, and display of the Library's McCurdy collection of charcoal drawings and etchings from a variety of artists including Mary Cassatt, Edgar Dega, James Whistler and others. This will be a ticketed event with proceeds going to the Library. Estimated attendance is 150.

Respectfully submitted for consideration.

Prepared by: Georgia Bouda, Director

Recommended by: Georgia Bouda, Director

Approved this 18th day of March, 2014



Narendra Jaggi, President



Main Offices
101 S. Swing Rd.
Greensboro, NC 27409
Toll Free: (877) 905-4678
Fax: (336) 297-4674

MATTHEWS SPECIALTY VEHICLES PRODUCT CHANGE ORDER

Request No. 1 (Revised)
Current Date February 28, 2014
Order Date January 23, 2014

Contact Georgia Bouda
Customer Bloomington Public Library
Sales Person Dennis Hoag

Instructions:

Please indicate desired options, sign, and return to your sales person.

Description of Options		Price
☒ Install tall closet at rear of vehicle to include concealed hinge, side swing door, fixed sh		NC
☒ Install 1 upright and 2-9" shelves above desk on driver's seat in lieu of upper cabir		\$ 158.00
☒ Install additional metal shelving as indicated on revised drawings to include: 1 upright, 4-9" shelves, 3-11" shelves.		\$ 1,589.00
☒ Delete installation of Cat's Eye Tire Pressure Monitor as requested in specification		\$ (450.00)
☒ CLARIFICATION: Vehicle is a 32'-11" front engine in lieu of 33'-6" rear engine		NC
☒ CLARIFICATION: Generator to maintain a 9-1/2" ground clearance minimum in lieu of 12		NC
Total		\$ 1297.00

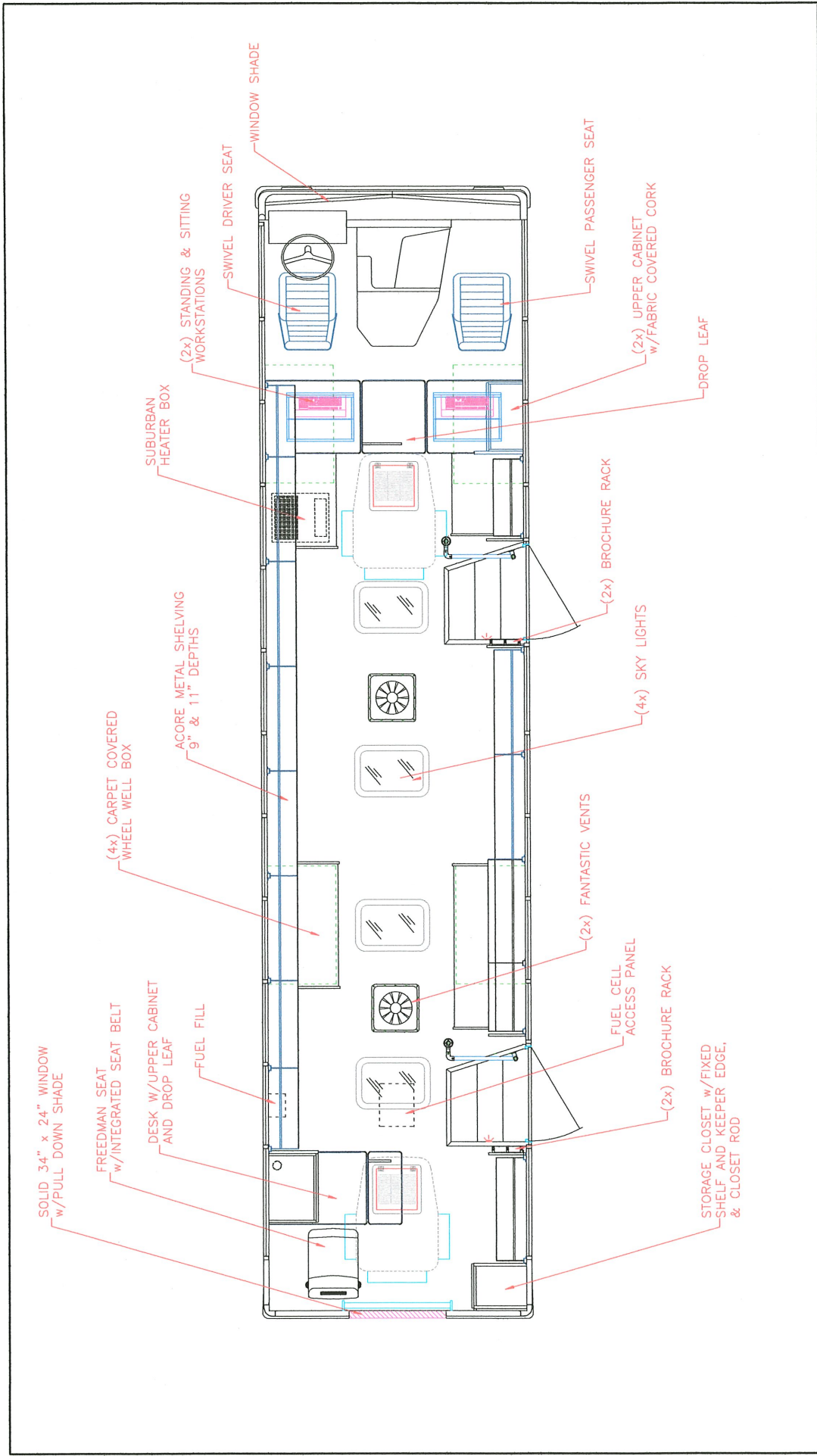
Notes:

Customer Approval:

Signature Narendra Jaggi
Printed Name Narendra Jaggi
Title BPL Board President
Date 3/18/14

Matthews Specialty Vehicles, Inc.

Signature	Signature on file.
Printed Name	Dennis Hoag
Title	Sales Director
Date	March 11, 2014



YOUR VEHICLE WILL BE BUILT ACCORDING TO THE DRAWING and any other information provided by you. We warrant that the vehicle will be built in accordance with the design layout of your vehicle including but not limited to: door locations, wheel well size and location, and thickness. We warrant that the vehicle will be built in accordance with the design layout of your vehicle including but not limited to: door locations, wheel well size and location, and thickness. We warrant that the vehicle will be built in accordance with the design layout of your vehicle including but not limited to: door locations, wheel well size and location, and thickness. We warrant that the vehicle will be built in accordance with the design layout of your vehicle including but not limited to: door locations, wheel well size and location, and thickness.

Sheet: **1**

PLAN VIEW

☐ Approved as drawn with NO changes

☐ Approved as drawn with noted changes

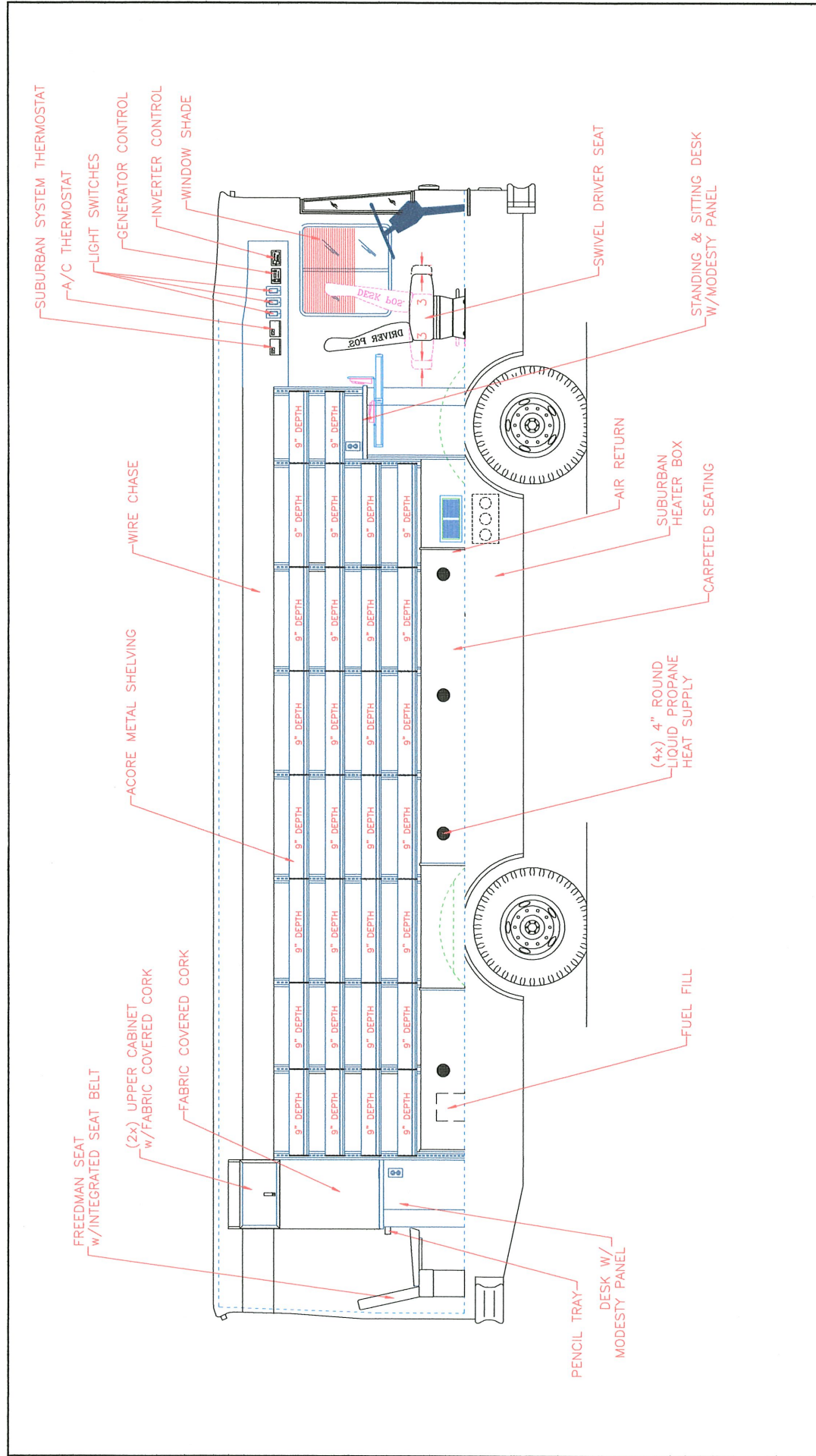
Signature _____ Date _____

BLOOMINGTON PUBLIC LIBRARY

101 S. SHAW ROAD
GREENSBORO, NC 27409
1-877-905-4678
www.bloomingtonpubliclibrary.com

PROPRIETARY DRAWINGS

THE VEHICLE DEPICTED FOR CONSTRUCTION IN THESE DRAWINGS IS THE PROPERTY OF MATTHEWS SPECIALTY VEHICLES AND NOT TO BE USED FOR ANY OTHER CONSTRUCTION.



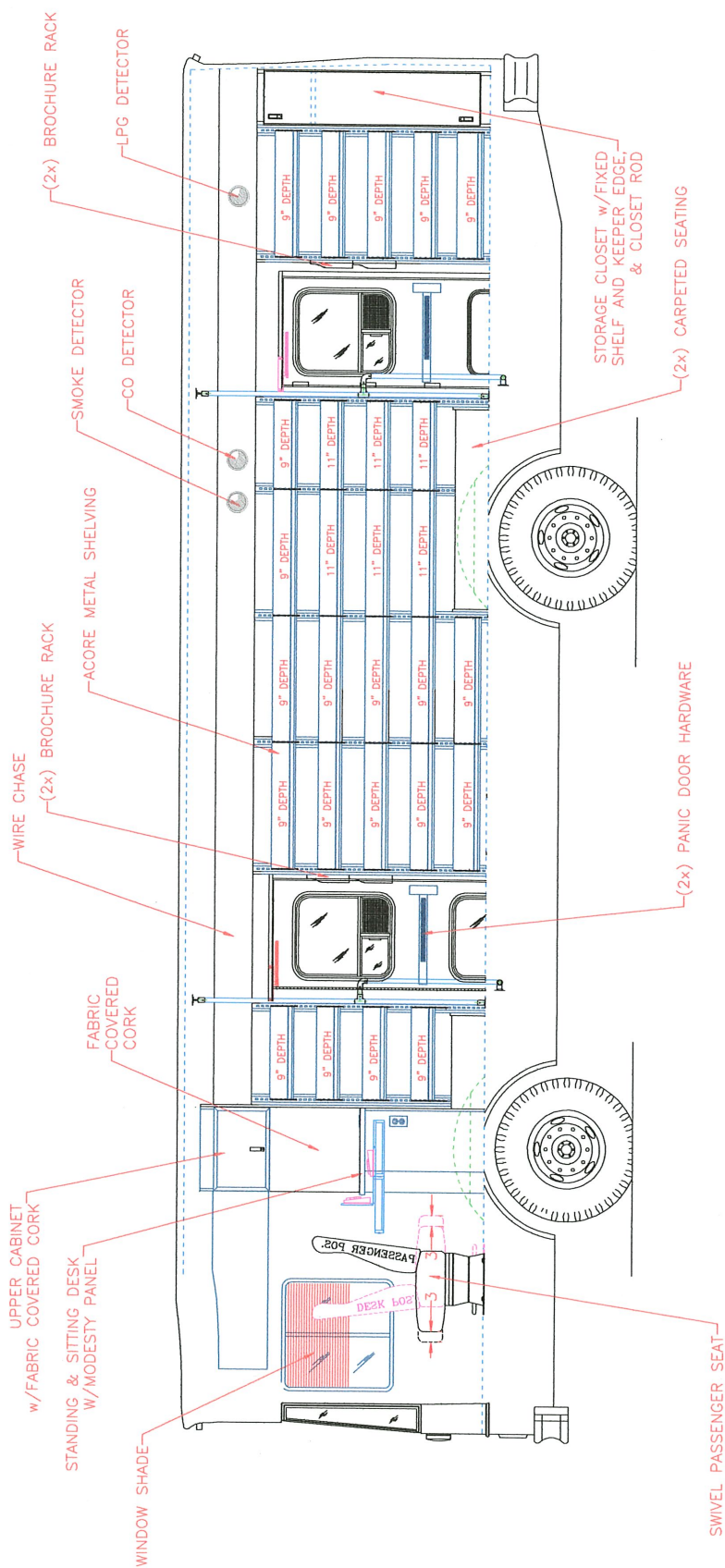
YOUR VEHICLE WILL BE BUILT ACCORDING TO THIS DRAWING
 All dimensions are approximate. The physical measurements of your site, upon arrival at our facility, could affect the accuracy of the drawing. We warrant that the drawing is a true and correct representation of the vehicle as shown to you. We warrant that the drawing is a true and correct representation of the vehicle as shown to you. We warrant that the drawing is a true and correct representation of the vehicle as shown to you.

DRIVER INTERIOR VIEW
☐ Approved as drawn with NO changes
☐ Approved as drawn with noted changes
 Signature _____ Date _____

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 336-468-4688
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MATTHEWS SPECIALTY VEHICLES
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Sheet: **2**
 11/11/14
 3/8" = 1' 0"



YOUR VEHICLE WILL BE BUILT ACCORDING TO THIS DRAWING

All dimensions are approximate. The physical measurements you make upon arrival at our facility, could affect the accuracy of the drawing. We will attempt to fit the vehicle to your location; however, we cannot guarantee it will meet all desired locations. You will need to consider the existing ceiling height, underbody obstructions, and suspension. You will be notified of substantial changes in design before a revised drawing for your review before production begins. Modifications to this document must be in writing and executed by an authorized representative of MATHEWS SPECIALTY VEHICLES. Your signature confirms that this drawing is accurate to your design/look expectations.

PASSENGER INTERIOR VIEW

- ☐ Approved as drawn with NO changes
☐ Approved as drawn with noted changes

Signature _____

Date _____

BLOOMINGTON
PUBLIC LIBRARY

MATTHEWS
SPECIALTY VEHICLES

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GREENSBORO, NC
27409
1-877-905-4678
www.msvvehicles.com



MATTHEWS
SPECIALTY VEHICLES

[illegible]

	DATE	EVALUATOR
ABC ADP	1 / 7 / 14	BUILD $\frac{3}{8}'' - 1' \text{ } 0''$

PROPRIETARY DRAWINGS

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