BLOOMINGTON PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING

Tuesday, March 15, 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 5:33 p.m.

II. Roll Call

MEMBERS PRESENT:	Alex Cardona, Susan O'Rourke, Robert Porter (arrived at 5:37 p.m.) Mike Raikes, Whitney Roberson (arrived at 5:34 p.m.), Julian Westerhout, Carol Koos
MEMBERS ABSENT:	Emily Kelahan, Van Miller
OTHERS PRESENT:	Laurel Halfar, Kathy Jeakins, Terry Lindberg, Patricia Marton, Caprice Prochnow, Carol Torrens, Gayle Tucker

III. Introductions
President Koos introduced those present.

IV. Public Comment
Patricia Marton, resident, made a comment regarding hiring procedures that were discussed at a recent City of Bloomington Council Meeting.
Patricia shared that both Laura Beevers (McLean County Health Department) and Tom Barr (McLean County Center for Human Services) highly recommend the Mental Health First Aid training for anyone as it is a means of identifying the signs and signals of mental illness. She went on to say, that this training is free and is offered throughout the year.

V. Executive Session to Review Executive Session Recordings

SUSAN O'ROURKE MOVED, MIKE RAIKES SECONDED, TO GO INTO EXECUTIVE SESSION TO REVIEW EXECUTIVE SESSION RECORDINGS.

AYES: ALEX CARDONA, SUSAN O'ROURKE, ROBERT PORTER, MIKE RAIKES, WHITNEY ROBERSON, JULIAN WESTERHOUT, CAROL KOOS

NAYES: NONE

ABSENT: EMILY KELAHAN, VAN MILLER

THE MOTION CARRIED UNANIMOUSLY.
At 5:38p.m., the Board went into Executive Session.

ROBERT PORTER MOVED, WHITNEY ROBERSON SECONDED, TO RESUME REGULAR SESSION.

AYES: ALEX CARDONA, SUSAN O'ROURKE, ROBERT PORTER, MIKE RAIKES, WHITNEY ROBERSON, JULIAN WESTERHOUT, CAROL KOOS

NAYES: NONE

ABSENT: EMILY KELAHAN, VAN MILLER

THE MOTION CARRIED UNANIMOUSLY.

At 6:04 p.m., the Board resumed regular session. President Koos stated that no action was taken during Executive Session.

VI. Approval of Minutes

A. February 16, 2016

ROBERT PORTER MOVED, JULIAN WESTERHOUT SECONDED, TO APPROVE THE MINUTES FROM THE FEBRUARY 16, 2016 MEETING. THE MOTION CARRIED UNANIMOUSLY.

VII. President's Report

A. Appoint Nominating Committee

President Koos shared that she has appointed a Nominating Committee that will consist of Mike Raikes, Whitney Roberson, and Robert Porter. She went on to say, that if any Trustees are interested in being an Officer, to please advise either her or another person on the Committee.

VIII. Director's Report

Director Lindberg deferred to Laurel Halfar to proceed with her presentation on Story Times.

Director Lindberg shared that the Library Visitor Count for January was due to a faulty reading of the security gates. He went on to say, that the problem with the counter was fixed, and when the annual statistics are done, the average for the month and surrounding months will be considered to produce a legitimate number for January.

Director Lindberg reported that a number of meetings have been held with top Administration at District 87, and there are some really exciting projects that are in the works. He went on to say, that they are working on developing a customized student library card that will be integrated at the end of semester and beginning of semester packages for every student. Director Lindberg shared that District 87 Schools Title 1 Summer Feeding program will be tied in with our Summer Reading program. He went on to say, that 500 children will be exposed to the Bloomington Public Library during that early start summer program, and then a total of about 2,600 in the grade schools. Director Lindberg stated that there are a lot of positive things coming up in collaborating with District 87 Schools, and this is just round one of things to come. He went on to say, that in round 2, there are plans to integrate the bookmobile, and in round 3, pick up Unit 5 School District which presents geographical challenges. He entertained questions.

IX. Fiscal Report

Kathy Jeakins reported that expenditures should be at about 83%, but they are at 78%.
She entertained questions. There was discussion on the Capital Fund in regards to a possible expansion.

X. Approval of Bills

ROBERT PORTER MOVED, JULIAN WESTERHOUT SECONDED, TO APPROVE THE BILLS LIST FROM FEBRUARY 2016. THE MOTION CARRIED UNANIMOUSLY.

XI. Committee Reports and Discussion

A. Budget & Personnel

Robert Porter, Chair reported that the Committee still plans to meet on Tuesday, March 22 at 5:30 p.m.

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

In Emily Kelahan's absence, Director Lindberg shared that the 3 P's Committee discussed the Strategic Plan and approved it at the Committee level to bring to the Board. He also shared that there were good discussions on bylaws, standing committees and ad hoc committees, and on officers and nominating procedures. Director Lindberg stated that next month, the Committee will probably be bringing amendments to the bylaws to the full Board for approval.

1. Presentation and Approval of Strategic Plan

Director Lindberg presented the Power Point of the Strategic Plan, and gave some background on what was developed.
The Trustees were pleased with what was presented, and there was consensus that two word changes needed to be made for the final document.

JULIAN WESTERHOUT MOVED, ROBERT PORTER SECONDED, TO ADOPT THE STRATEGIC PLAN AS PRESENTED WITH EMENDATIONS. THE MOTION CARRIED UNANIMOUSLY.

C. Bookmobile Ad Hoc Committee

Alex Cardona, Chair, reported that the final list of questions for the Community Survey questions should be completed by the end of this week. He went on to say, that most likely they will be working with Illinois Wesleyan to use their hosted on line survey in regards to this. Illinois Wesleyan is also going to provide some student interns in April

and May to take all the paper surveys and input them into the online version so all the feedback is in one place.
Alex shared that the plan is to run the online survey for two to three weeks in April and the paper survey will be available for three weeks in April to cover all the bookmobile stops.
Alex stated that the Committee will be reporting on how well the bookmobile stops are doing overall. This will include both the top 10 and bottom 10 stops of which 8 of the bottom stops are on the west side. Alex contributes this to the stops being new, and staff is doing great in trying to find different ways to promote these new stops. He added that these bottom stops average 4 checkouts whereas the top stops average 150 checkouts.
Alex stated that there has been an increase in customers that have signed up for the text message notification service for bookmobile stops that Rhonda Massie, Marketing Manager and Nora Dukowitz, City of Bloomington Communications Manager, collaborated on and implemented.

XI. Unfinished Business
There was no unfinished business.

XII. New Business
A. Presentation on Story Times by Childrens Librarian, Laurel Halfar
Laurel Halfar, Childrens Librarian, shared her background prior to working at Bloomington Public Library, and that she has been with the Library for three years.
Laurel shared that Story Time is truly and interactive and engaging experience that can involve anything from books, oral expression, songs, rhymes, movement activities, props, simple instruments and puppets. She shared that Story Times support early literacy, and early literacy is everything a child knows about reading, writing and language before they actually learn how to read and write. She continued, that early reading instruction is not being provided, but rather, things are being done to support development of the skills that kids will need to be ready to read.
Laurel shared that many of the Story Times are intended for both the child and the child's caregiver to attend together. She went on to say, that the Librarians can model how to interact with books and props in order to have positive literary experiences.
Laurel passed around a box of colorful scarves, and asked that everyone select one for a little demonstration of interactive Story Time. She demonstrated some activities that she would have kids do with the scarves during Story Time.
Laurel shared that there are weekly Story Times for all different ages, Outreach Story Times at daycares, school groups, and partnering with other organizations. She went on to say, that on average, there are about 40 Story Times per month.
Laurel entertained questions.

B. Appointment of two Directors to Library Foundation Board
President Koos shared that the two people that are agreeable to being on the Foundation Board are Russell Francois and Wilma Bates. She went on to give a brief background on each.

JULIAN WESTERHOUT MOVED, ALEX CARDONA SECONDED, TO APPROVE THE APPOINTMENT OF RUSSELL FRANCOIS TO THE LIBRARY FOUNDATION BOARD. THE MOTION CARRIED UNANIMOUSLY.

MIKE RAIKES MOVED, JULIAN WESTERHOUT SECONDED, TO APPROVE THE APPOINTMENT OF WILMA BATES TO THE LIBRARY FOUNDATION BOARD. THE MOTION CARRIED UNANIMOUSLY.

XIII. Comments from Board Trustees

Robert Porter stated that he very much enjoyed Laurel Halfar's presentation, and how impressed he continues to be with all the staff here at the Bloomington Public Library.

Mike Raikes shared that he was pleasantly surprised when he heard an ad on Pandora for the Bloomington Public Library.

XIV. Adjournment

JULIAN WESTERHOUT MOVED, ALEX CARDONA SECONDED, TO ADJOURN THE MEETING. THE MOTION CARRIED UNANIMOUSLY.

President Koos adjourned the meeting at 7:16 p.m.