

BLOOMINGTON PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING

Tuesday, February 21, 2017

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 5:35 p.m.
- II. Roll Call
TRUSTEES PRESENT: Alex Cardona, Van Miller, Robert Porter, Mike Raikes, Whitney Roberson, Julian Westerhout, Carol Koos

TRUSTEES ABSENT: Alicia Henry, Alicia Whitworth

OTHERS PRESENT: Ed Barry, Chad Frankeberger, Jeanne Hamilton, Kathy Jeakins, Susan Mohr, Maria Nagle, Caprice Prochnow, Carol Torrens, Bill Wetzel
- III. Introduction of Public
President Koos asked those present to introduce themselves.
- IV. Public Comment
Bill Wetzel, former BPL Board Trustee, complimented both the Board and staff on having such a well maintained and welcoming Library.
- V. Farnsworth Update on the Preliminary Planning and Design Services
Ed Barry from Farnsworth Group summarized for the Trustees, the process and status of the preliminary Programming, Planning, and Conceptual Design Study. He reviewed that the Study was undertaken in order to determine whether the existing Library could be spruced up, expanded, and made to meet some of the needs that are currently not being met.
Chad Frankeberger distributed paper copies of the Conceptual Site Plans and Conceptual Building Plans to the Trustees, and reviewed each on the electronic screen as well.
Ed and Chad entertained questions.
- VI. Executive Session – Collective Negotiating Matters (5 ILCS 120/2(c)(2))
– Review Minutes of Executive Sessions (5 ILCS 120/2(c)(21))

ALEX CARDONA MOVED, MIKE RAIKES SECONDED, TO GO INTO EXECUTIVE SESSION TO REVIEW MINUTES OF EXECUTIVE SESSIONS AND TO DISCUSS COLLECTIVE NEGOTIATING MATTERS.

AYES: Alex Cardona, Van Miller, Robert Porter, Mike Raikes, Whitney Roberson, Julian Westerhout, Carol Koos

NAYES: None

ABSENT: Alicia Henry, Alicia Whitworth

THE MOTION CARRIED UNANIMOUSLY.

The Board went into Executive Session at 6:07 p.m.

MIKE RAIKES MOVED, ALEX CARDONA SECONDED, TO RETURN TO REGULAR SESSION. THE MOTION CARRIED UNANIMOUSLY.

The Board resumed regular session at 6:38 p.m.

President Koos reported that no action was taken during Executive Session.

VII. Consent Agenda

- A. Recommend Approval of Minutes of January 17, 2017 Regular BPL Board Meeting
- B. Recommend Approval of Executive Session Minutes of July 19, 2011, July 16, 2013, September 17, 2013, September 18, 2014, August 8, 2015, September 20, 2016, November 15, 2016 and January 17, 2017.
- C. Recommend Approval of Bills List of January 2017

ROBERT PORTER MOVED, ALEX CARDONA SECONDED, TO APPROVE THE CONSENT AGENDA WITH THE EMENDATION TO ITEM B.. THE AUGUST 8, 2015 DATE SHOULD ACTUALLY BE AUGUST 18, 2015. THE MOTION CARRIED UNANIMOUSLY.

VII. President's Report

A. Appoint Nominating Committee

President Koos stated that Alex Cardona and Van Miller will serve on the Nominating Committee along with her. She shared that the committee will compile a potential slate of officers, and they will connect with Trustees to see if they are interested in serving those positions. President Koos stated that they will propose a slate of officers at the March Board meeting, and it will be voted upon at the April Board meeting.

VIII. Director's Report

Director Hamilton passed around a flyer for the Illinois Library Legislative Luncheon, and asked if anyone is interested, to please contact her and she will get them registered.

Director Hamilton shared that the City of Bloomington is working on values for each department, asking each department staff to put those together. She went on to say, that four values were selected for Library staff, which are: Service, Accountability, Intellectual Freedom and Innovation.

Director Hamilton shared that Rhonda Massie, Marketing Manager, has launched a "Library Aware" pilot program that sends out emails promoting different services. The first to be promoted was "Lynda.com," and there has been an increase in Lynda.com usage. The Library Aware Program is scheduled for six months, and if we have good results, we'll continue it.

IX. Fiscal Report Presented by Kathy Jeakins, Business Manager

Kathy Jeakins reported that Expenditures are at 70% and Revenues are at 98%. She pointed out on the Donations report that the Foundation has donated a little over \$49,000 to the Library this fiscal year, and a lot of this is for Summer Reading and the tuition that they agreed to fund. She entertained questions.

X. New Business

A. Approve Transfer of Funds from Maintenance & Operating Fund to Capital Reserve Fund

Kathy Jeakins reviewed the process of this transfer.

MIKE RAIKES MOVED, JULIAN WESTERHOUT SECONDED, TO APPROVE TRANSFER OF FUNDS FROM MAINTENANCE & OPERATING FUND TO CAPITAL RESERVE FUND IN THE AMOUNT OF \$120,011.47.

AYES: Alex Cardona, Van Miller, Robert Porter, Mike Raikes, Whitney Roberson, Julian Westerhout, Carol Koos

NAYES: None

ABSENT: Alicia Henry, Alicia Whitworth

THE MOTION CARRIED UNANIMOUSLY.

B. Approve Waiving of Three Quote Requirement for Annual Service Contract for HVAC Controls

Director Hamilton shared that this is for the management of the front end of the HVAC controls.

ROBERT PORTER MOVED, ALEX CARDONA SECONDED, TO APPROVE WAIVING OF THREE QUOTE REQUIREMENT FOR ANNUAL SERVICE CONTRACT FOR HVAC CONTROLS IN THE AMOUNT OF \$5,769.00 ANNUALLY FOR THE NEXT THREE YEARS.

AYES: Alex Cardona, Van Miller, Robert Porter, Mike Raikes, Whitney Roberson, Julian Westerhout, Carol Koos

NAYES: None

ABSENT: Alicia Henry, Alicia Whitworth

THE MOTION CARRIED UNANIMOUSLY.

C. Approve the Closing of the Library on May 9th for Staff Development Day

Director Hamilton shared that the Staff Development Committee has chosen Cyber Security and Team Building for Staff Development Day, and would like to close the Library on May 9 for this training.

JULIAN WESTERHOUT MOVED, ALEX CARDONA SECONDED, TO APPROVE THE CLOSING OF THE LIBRARY ON MAY 9, 2017 FOR STAFF DEVELOPMENT DAY. THE MOTION CARRIED UNANIMOUSLY.

XI. Old Business

A. Discuss Farnsworth Study and Collective Vision for the Future of the Library

Director Hamilton stated that the Farnsworth Group had presented the five steps in the Study, and she included the Executive Summary in the packet. She asked for the Trustees thoughts on what was presented, and what they envision for the Library.

There was discussion on whether to continue to focus on adding on to the existing building, and going south with parking or to consider a different location entirely. There was agreement to continue to consider this site for growth, and along with this, there was agreement that a Joint Task Force with Council should be developed after the elections in April.

XII. Comments from Board of Trustees

President Koos thanked Whitney Roberson, who had announced that she would be resigning from the Board, effective today, for her service on the Board, and presented her with a gift.

XIII. Adjournment

VAN MILLER MOVED, MIKE RAIKES SECONDED, TO ADJOURN THE MEETING. THE MOTION CARRIED UNANIMOUSLY.

President Koos adjourned the meeting at 7:10 p.m.