Bloomington Public Library
Board of Trustees Meeting

January 21, 2014
4:30 p.m.

Amended Minutes

I. Call to Order
President Jaggi called the meeting to order at 4:30 p.m.

II. Roll Call

MEMBERS PRESENT:	Peggy Burton (arrived at 4:37 p.m.), Narendra Jaggi, Emily Kelahan, Jan Kibler, Carol Koos (arrived at 4:34 p.m.), Joni Painter, Cathy Pratt, Bill Wetzel
MEMBERS ABSENT:	Patsy Bowles
OTHERS PRESENT:	Georgia Bouda, Tim Gilles, Adrienne Ives, Kathy Jeakins, Patricia Marton, Renee Nestler, Caprice Prochnow, Tari Renner, Gayle Tucker, Rachel Wells

III. Introductions/Public Comment
President Jaggi introduced resident, Patricia Marton. Patricia Marton made a short statement regarding libraries working to better meet the needs of senior citizens and the disabled.

IV. Approval of Minutes
A. December 17, 2013

EMILY KELAHAN MOVED, JONI PAINTER SECONDED, TO APPROVE THE MINUTES FROM THE DECEMBER 17, 2013 MEETING. THE MOTION CARRIED UNANIMOUSLY.

V. President's Report
President Jaggi shared that he had received an email from Vice President Patsy Bowles on Friday, January 17, 2013, indicating her need to resign from the Bloomington Public Library Board. President Jaggi distributed Patsy's resignation letter to the Board members and also shared his response with Board members.

VI. Discussion with Mayor Tari Renner
President Jaggi introduced Mayor Tari Renner. Mayor Renner shared that he felt the Council would be in favor of obtaining the land south of the Library. He may have more concrete information and a time frame by March. Mayor Renner hoped that the Library may regain the lower parking lot sooner rather than later. Mayor Renner suggested that when the Board makes a presentation to the Council regarding Library expansion that they remind them that the circulation has increased from 600,000 to 1,500,000.
Mayor Renner shared that he has been concerned with transparency and the City will probably have a transparency ordinance going before the Council very soon. He suggested

that members of Boards and Councils will need to make sure that their Open Meetings Act training is up to date.
Mayor Renner shared that the idea of term limits came from Alderman Sage and Alderwoman Schmidt, who were working on this concept before he came into office. He went on to say that he had shared with Patsy Bowles that she may very well want to consider coming back in a year as the ordinance allows.
Mayor Renner entertained questions and comments.
The question was raised as to the language of the ordinance in regards to when a member who has served 9 years must depart a Board or Commission. Mayor Renner clarified that they do not have to depart immediately, but rather at the end of the term that they are currently serving.
Bill Wetzel shared with the Mayor and Board members that the State Statute regarding Library Boards states that terms begin on July 1 which conflicts with the new Ordinance says. Mayor Renner agreed that this issue should definitely be cleared up.

VII. Director's Report
Director Bouda shared that she has reserved the Community Room for the April Board meeting date, in order to hold a reception to honor departing Board Members.
Director Bouda distributed the Pantagraph article covering the India festival.
Director Bouda shared that the Spring Program guide had been distributed to each of them and that it was inserted in the Pantagraph on January 5, 2014.

VIII. Fiscal Report
Kathy Jeakins shared that a sign-up sheet for review of the Bills List has been distributed and that a few more spots need to be filled. She entertained questions.

IX. Approval of Bills

PEGGY BURTON MOVED, CAROL KOOS SECONDED, TO APPROVE THE BILLS LIST FROM DECEMBER 2013. THE MOTION CARRIED UNANIMOUSLY.

See Attachment "2014.01"

X. Committee Reports

A. Budget & Personnel
The Budget & Personnel Committee did not meet.

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

1. Recommend Approval of Art Week Event
President Jaggi reviewed the Art Week proposal with the Board members.

PRESIDENT JAGGI MOVED, NO SECOND NEEDED, TO APPROVE THE 2014 ART WEEK EVENT. THE MOTION CARRIED.

See Attachment "X.B.1."

2. Recommend Approval of FOIA Policy
President Jaggi reviewed that the FOIA policy simply has been updated from the original 2008 policy.
The Vice-President will be added when the position is filled.

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

See Attachment "X.B.2."

3. Recommend Approval of Video Surveillance Policy
President Jaggi reviewed the need for the Video Surveillance Policy as cameras have been added to the Bloomington Public Library property over the last two years. There were a few language changes requested by the Board, so the policy will be revised, and will be brought before the Board for approval in February.

4. Recommend Approval of Library Circulation Policy
President Jaggi reviewed the Circulation Policy with the Board members. He shared that basically, that various documents had been compiled into one policy.

PRESIDENT JAGGI MOVED, NO SECOND NEEDED, TO APPROVE THE LIBRARY CIRCULATION POLICY. THE MOTION CARRIED UNANIMOUSLY.

See Attachment "X.B.4."

President Jaggi asked Emily Kelahan if she would be willing to serve as the Chair of the 3 P's Committee. Emily responded that she would like time to consider.

XI. Unfinished Business
There was no unfinished business.

XII. New Business
A. Approve Recommendation to Foundation to Fund up to $3,000.00 for Staff Development Day
President Jaggi shared that he looked at the reviews for Warren Graham's seminars and was very impressed with what he read. Director Bouda shared that she and other staff have had the opportunity to hear him speak at PLA and found him to be a marvelous speaker. She would very much like the Library to be closed for the whole day, so that all staff have the opportunity to attend.

BILL WETZEL MOVED, CAROL KOOS SECONDED, TO APPROVE RECOMMENDATION TO THE FOUNDATION TO FUND UP TO $3,000.00 FOR 2014 STAFF DEVELOPMENT DAY ON MAY 28, 2014.

AYES:	PEGGY BURTON, EMILY KELAHAN, JAN KIBLER, CAROL KOOS, JONI PAINTER, CATHY PRATT, BILL WETZEL, NARENDRA JAGGI
NAYES:	NONE
ABSENT:	PATSY BOWLES

THE MOTION CARRIED UNANIMOUSLY.

See Attachment "XII.A."

B. Approve Bookmobile Proposal
President Jaggi reviewed the proposal with the Board members.
Director Bouda thanked Peggy Burton for attending the conference call with Michael Swendrowski and working with staff in helping to review the proposals and select a vendor.

CAROL KOOS MOVED, PEGGY BURTON SECONDED, TO APPROVE THE BOOKMOBILE PROPOSAL AWARDING THE CONTRACT TO MATTHEWS SPECIALTY VEHICLES, INC. IN THE AMOUNT OF $271,166.00.

AYES: PEGGY BURTON, EMILY KELAHAN, JAN KIBLER, CAROL KOOS, JONI PAINTER, CATHY PRATT, BILL WETZEL, NARENDRA JAGGI

NAYES: NONE

ABSENT: PATSY BOWLES

THE MOTION CARRIED UNANIMOUSLY.

See Attachment "XII.B."

C. Approve Request for Bid for Heating & Controls Project
President Jaggi shared with Board members that since the Heating & Controls Project packet was sent to them, some minor changes have been made to the bid packet, and the Board members now have in front of them, the packet containing the changes. He went on to say that Tim Gilles from Farnsworth is in attendance and available to answer any questions.
Tim Gilles reviewed with Board members the scope of work included in the project. He also shared that there were two grant opportunities, one was the Metropolitan Mayors Council Grant, which Director Bouda was able to secure for $31,500, the other was through DCEO Public Sector, which unfortunately comes from the same money source as the other Grant, so we were unable to obtain any funds from this Grant. He is still searching for some other grant opportunities.
Tim Gilles shared that once the project is complete, there will be an energy savings of about $6,000 per year for just the hot water system. He added that another $1,000 per year could be saved, if the alternate bid was accepted to replace the humidification system. This would be roughly a 12% reduction in energy consumption in gas on the heating side.
Tim Gilles stated that the approximate cost for the project will be about $192,000 minus the $31,000 in Grant money, which will be really close to the original budget for this project.
Director Bouda added that the cost for the project will come out of the Capital Fund.
There was some discussion concerning the wording in both the Bid Evaluation and Rejection of Bids, Waivers or Irregularity sections, but after reviewing both sections, the Board members were satisfied with this wording.

BILL WETZEL MOVED, CAROL KOOS SECONDED, TO APPROVE REQUEST FOR BID FOR HEATING AND CONTROLS PROJECT.

AYES: PEGGY BURTON, EMILY KELAHAN, JAN KIBLER, CAROL KOOS, JONI PAINTER, CATHY PRATT, BILL WETZEL, NARENDRA JAGGI

NAYES: NONE

ABSENT: PATSY BOWLES

THE MOTION CARRIED UNANIMOUSLY.

D. Discussion of New Ordinance on Term Limits
President Jaggi shared that Director Bouda had included Board member term limits in the packet.
Bill Wetzel shared that the State Statutes indicate that June 30 is the end of one's term, rather than April 30, and if the City gets this cleared up in the Ordinance, the dates will have to be adjusted.
Cathy Pratt noted that her term end date is incorrect on the Term Limit spreadsheet; it should be 2015 rather than 2014. This will be corrected.

XIII. Adjournment
President Jaggi adjourned the meeting at 5:42 p.m.