BLOOMINGTON PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING

January 20, 2015
5:15 p.m.

Quiet Reading Room
Bloomington Public Library

Agenda

I. Call to Order

II. Roll Call

III. Introductions/Public Comment

IV. Approval of Minutes
   A. December 16, 2014

V. President's Report

VI. Director's Report

VII. Fiscal Report

VIII. Approval of Bills

IX. Committee Reports
   A. Budget & Personnel Committee
   B. Planning, Policies & Programs (3 P's)
   C. Ad Hoc Committee – Library Expansion Task Force

X. Unfinished Business

XI. New Business
   A. Discussion of Library Expansion RFQ Scoring, with Jon Johnston, City Procurement Specialist
   B. Recommend Waiving Three-Quote Requirement for Purchase of Security Gates
   C. Recommend Waiving the Competitive Bid Process to Replace #1 Compressor on Chiller
   D. Discuss Future Work Session/Retreat with Deb Halperin
   E. Presentation by Laura Golaszweski, Circulation and Outreach Manager

XII. Future Agendas/Comments from Board Members

XIII. Adjournment

Posted: 1/15/15 3:00 p.m.

BLOOMINGTON PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING

December 16, 2014
5:00 p.m.

Quiet Reading Room
Bloomington Public Library

Minutes

I. Call to Order
Vice President, Cathy Pratt called the meeting to order at 5:02 p.m.

II. Roll Call

MEMBERS PRESENT:	Jared Brown, Brittany Cornell, Emily Kelahan, Susan O'Rourke, Bill Wetzel, Cathy Pratt
MEMBERS ABSENT:	Monica Brigham, Narendra Jaggi, Whitney Thomas
OTHERS PRESENT:	Georgia Bouda, Laura Golaszewski, Adrienne Ives, Kathy Jeakins, Patricia Marton, Karen Moen, Caprice Prochnow, Gayle Tucker

III. Introductions/Public Comment
Vice President Pratt acknowledged the guests attending the meeting. Patricia Marton made a statement advocating against bullying of seniors.

IV. Approval of Minutes
A. November 18, 2014
EMILY KELAHAN MOVED, JARED BROWN SECONDED, TO APPROVE THE MINUTES FROM THE NOVEMBER 18, 2014 MEETING. THE MOTION CARRIED UNANIMOUSLY.

V. President's Report
Vice President Pratt had nothing to report.

VI. Director's Report
Director Bouda encouraged trustees to attend the ILA Trustee Workshop on February 14, 2014 in Chicago. Director Bouda shared the Power Point from the presentation at the City Council meeting last night spotlighting the FY14 Annual Report. She also distributed the flyer that will be going into the water bill to the Board members.
Director Bouda shared that the City is having another Citizen's Summit on January 20, from 6:00 – 9:00 p.m. at the BCPA which is the same day as the next Board meeting.
Director Bouda shared that she is still setting interview times between the Board members and the Singer Group.

VII. Fiscal Report
Kathy Jeakins stated that the last Property Tax Distribution was received in late November and it was about $5,400 short from what had been projected. This is not unusual. She entertained questions.

VIII. Approval of Bills

EMILY KELAHAN MOVED, BRITTANY CORNELL SECONDED, TO APPROVE THE BILLS LIST FROM NOVEMBER 2014. THE MOTION CARRIED UNANIMOUSLY.

IX. Committee Reports

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

B. Planning, Policies & Programs (3 P's) (Chair's Report Attached)
Emily Kelahan shared that the committee members had discussed the retreat with Deb Halperin and found it to be very helpful. She went on to say, that they would like to invite her back to discuss Board Member roles and responsibilities, committee roles and responsibilities with corresponding adjustments to the bylaws, and to revise the Strategic Plan. Emily offered to contact Deb Halperin to set up future retreats.

C. Ad Hoc Committee – Library Expansion Task Force
Emily Kelahan, Chair stated that Vasu Pinnamaraju shared with the Task Force the findings of the public outreach phase of the City of Bloomington Comprehensive Planning process that concern the Public Library. She entertained questions.

X. Unfinished Business
There was no unfinished business.

XI. New Business

A. Recommend Approval of Dean's Graphics Quote for Bookmobile Wrap
Director Bouda shared that Danny Rice and Michael Swendrowski, the Bookmobile consultant, will be heading to North Carolina after the holidays to inspect the new bookmobile.
Director Bouda stated that they would like to have the bookmobile vinyl wrapped locally and that Rhonda Massie, Marketing Manager, had gathered quotes. She went on to say, that Dean's Graphics is not the low bidder, but they use the solvent ink which fades less and is more scratch resistant and therefore is staff's recommendation.

SUSAN O'ROURKE MOVED, BILL WETZEL SECONDED, TO APPROVE DEAN'S GRAPHICS QUOTE OF $9,800.00 FOR THE BOOKMOBILE WRAP.

AYES: Jared Brown, Brittany Cornell, Emily Kelahan, Susan O'Rourke, Cathy Pratt, Bill Wetzel

NAYES: None

ABSENT: Monica Brigham, Narendra Jaggi, Whitney Thomas

THE MOTION CARRIED UNANIMOUSLY.

See Attachment "XI.A"

B. Recommend Waiving Three-Quote Requirement for 2015 Director's and Officer's Insurance
Director Bouda reviewed with the Board members that at the November Board meeting that all had been in agreement to remain with Selective Insurance through the Van Gundy agency rather than solicit quotes from other insurance agencies. She went on to say that all of the pricing for this next year had been received.

JARED BROWN MOVED, EMILY KELAHAN SECONDED TO WAIVE THREE-QUOTE REQUIREMENT AND RENEW THE 2015 DIRECTOR'S AND OFFICER'S INSURANCE WITH SELECTIVE INSURANCE IN THE AMOUNT OF $5,067.00.

AYES: Jared Brown, Brittany Cornell, Emily Kelahan, Susan O'Rourke, Cathy Pratt, Bill Wetzel

NAYES: None

ABSENT: Monica Brigham, Narendra Jaggi, Whitney Thomas

THE MOTION CARRIED UNANIMOUSLY.

See Attachment "XI.B"

C. Recommend Waiving Three-Quote Requirement for 2015 Property Insurance

BRITTANY CORNELL MOVED, EMILY KELAHAN SECONDED, TO WAIVE THREE-QUOTE REQUIREMENT AND RENEW THE 2015 PROPERTY INSURANCE WITH SELECTIVE INSURANCE IN THE AMOUNT OF $19,699.00.

AYES: Jared Brown, Brittany Cornell, Emily Kelahan, Susan O'Rourke, Cathy Pratt, Bill Wetzel

NAYES: None

ABSENT: Monica Brigham, Narendra Jaggi, Whitney Thomas

THE MOTION CARRIED UNANIMOUSLY.

See Attachment "XI.C"

D. Recommend Waiving Competitive Bidding Process for 2015 Worker's Compensation Insurance

EMILY KELAHAN MOVED, SUSAN O'ROURKE SECONDED, TO WAIVE THE COMPETITIVE BIDDING PROCESS AND RENEW THE 2015 WORKER'S COMPENSATION INSURANCE WITH SELECTIVE INSURANCE IN THE AMOUNT OF $29,257.00.

AYES: Jared Brown, Brittany Cornell, Emily Kelahan, Susan O'Rourke, Cathy Pratt, Bill Wetzel

NAYES: None

ABSENT: Monica Brigham, Narendra Jaggi, Whitney Thomas

THE MOTION CARRIED UNANIMOUSLY.

See Attachment "XI.D"

E. Approve 2015 Meeting Dates

Director Bouda shared that the City requires that all the Boards and Commissions submit their meeting dates for the year. There was discussion regarding changing the start time of the Board meetings and it was decided to change the meeting time from 5:00 to 5:15 p.m.

JARED BROWN MOVED, EMILY KELAHAN SECONDED TO APPROVE THE MEETING DATES FOR 2015 WITH A CHANGE OF THE MEETING START TIME FROM 5:00 P.M. TO 5:15 P.M.. THE MOTION CARRIED UNANIMOUSLY.

XII. Future Agendas/Comments from Board Members

Susan O'Rourke suggested that a discussion of the meeting time for the Budget & Personnel Committee meeting be on the January Agenda.

XIII. Adjournment

Vice President Pratt adjourned the meeting at 5:42 p.m.

2014.12

APPROVAL OF BILLS

BILLS LIST

Approved by BPL Board of Trustees, December 16, 2014, 2014

Signature, BPL Trustee

Vendor	Line Item	Amount
Ameren IP	Electricity	5,748.54
American Pest Control	Building Maintenance	190.00
BBA Engineering	Other Purchased Services	700.00
Brodart Co.	Library Supplies	306.80
Brush, Charles (C. K. Brush Plmg, Htg, Drain Cleaning)	Building Maintenance	190.00
CDW Government	Computer Supplies	3,399.07
Cengage Learning	Adult Books	1,347.94
Center Point Large Print	Adult Books	563.22
CIRBN	Telecommunications	466.56
City of Bloomington	Computer Supplies	160.00
City of Bloomington	Dental Insurance	783.84
City of Bloomington	FICA	10,355.66
City of Bloomington	Fuel	330.69
City of Bloomington	Health Insurance-HMO	7,760.34
City of Bloomington	Health Insurance-PPO	16,379.94
City of Bloomington	IMRF	22,255.94
City of Bloomington	Life Insurance	239.28
City of Bloomington	Medicare	2,421.86
City of Bloomington	Payroll	181,961.18
City of Bloomington	Vision Insurance	199.40
City of Bloomington	Water	651.10
CM Promotions, Inc.	Miscellaneous Expenses	347.93
CM Promotions, Inc.	Other Purchased Services	57.96
Comcast	Telecommunications	99.85
Connecticut College, Charles E. Shain Library	Miscellaneous Expenses	85.00
Custom Digital Imaging	Printing/Binding	1,023.20
Dell Marketing, L.P.	Computer Supplies	554.18
Ebsco Subscription Service	Periodicals	166.20
Eisenhower Public Library District	Miscellaneous Expenses	32.00
Farm & Home Publishers	Adult Books	42.50
Findaway World	A/V Materials	724.90
Francois Associates Architects, LLC	Other Purchased Services	2,947.85
Frontier	Telecommunications	1,589.11
Illinois Historical Society	Periodicals	93.00
Illinois Wesleyan University	Employee Relations	40.00
Illinois Wesleyan University	Other Purchased Services	982.82
JKM Library	Miscellaneous Expenses	75.00
Johnson Controls	Building Maintenance	503.70
KCN Solutions	Building Mtnc Supplies	619.40

Kirby, Susan	Other Purchased Services	100.00
Kone, Inc.	Building Maintenance	410.48
Mid Illinois Mechanical Services, Inc.	Building Maintenance	322.00
Midwest Mailing & Shipping Systems, Inc.	Office/Equipment Mtnc	137.67
Midwest Tape	A/V Materials	1,507.10
Miller Janitorial Supply	Janitorial Supplies	751.97
Multicultural Books & Videos	Juvenile Books	470.92
Northern Illinois Gas/NICOR	Natural Gas	1,977.75
Oak Lawn Public Library	Miscellaneous Expenses	24.00
OfficeMax	Computer Supplies	437.64
OfficeMax	Copier Supplies	125.64
OfficeMax	Janitorial Supplies	154.08
OfficeMax	Office Supplies	272.04
Pantagraph Publishing	Other Purchased Services	1,306.45
Pantagraph Publishing	Printing/Binding	169.30
Penworthy Co.	Juvenile Books	1,670.10
Rainbow Book Co.	Juvenile Books	1,918.36
Recorded Books, Inc.	A/V Materials	277.00
Rice, Daniel	Travel	162.00
Ricoh, USA, Inc.	Rentals	1,487.11
Specialty Vehicle Services, LLC	Other Purchased Services	1,300.00
Tea Ladies, Inc.	Other Purchased Services	225.00
ThyssenKrupp Elevator Corp.	Building Maintenance	28.09
U. S. Postal Service	Postage	4,000.00
Unique Management Services, Inc.	Other Purchased Services	492.25
Vernon Library Supplies, Inc.	Library Supplies	1,945.89
Weber Electric, Inc.	Building Maintenance	3,753.11
Williams, Charles (C W Associations)	Adult Books	27.95
World Book, Inc.	Juvenile Books	225.00
VISA - Amazon.com	A/V Materials	56.23
VISA - Amazon.com	Adult Books	41.91
VISA - Baker & Taylor Books	A/V Materials	9,624.65
VISA - Baker & Taylor Books	Adult Books	7,905.46
VISA - Baker & Taylor Books	Juvenile Books	3,303.56
VISA - Baker & Taylor Books	Professional Collection	131.12
VISA - Beck's Family Florist	Employee Relations	49.95
VISA - Continental Research Corp	Janitorial Supplies	181.50
VISA - Delta Airlines	Travel	449.20
VISA - Dollar Tree	Employee Relations	14.00
VISA - Dollar Tree	Office Supplies	11.00
VISA - Don Owen Tire Service, Inc.	Vehicle Maintenance	311.23
VISA - Engraving Express	Other Purchased Services	24.00
VISA - Facebook	Advertising	105.79
VISA - Five Star Water	Miscellaneous Expenses	56.19
VISA - Folkmanis, Inc.	Library Supplies	125.95
VISA - Fred Pryor/CareerTrack	Professional Development	99.00
VISA - Hobby Lobby	Library Supplies	8.98
VISA - Hobby Lobby	Other Purchased Services	68.12
VISA - HR Direct/G Neil	Computer Supplies	499.00
VISA - Hyatt Hotel	Travel	178.14
VISA - Ingram	Adult Books	411.91
VISA - Ingram	Juvenile Books	70.54
VISA - Ingram	Office Supplies	9.74
VISA - Jewel	Employee Relations	135.97
VISA - Kelly's Bakery & Café	Miscellaneous Expenses	126.00

VISA - Kroger	Employee Relations	13.67
VISA - LD-Inkjets	Computer Supplies	333.29
VISA - Lowe's	Building Mtnc Supplies	108.52
VISA - Lowe's	Employee Relations	3.99
VISA - Lowe's	Other Purchased Services	19.97
VISA - Marathon Oil	Employee Relations	4.53
VISA - Meijer	Office Supplies	5.98
VISA - Michael's	Library Supplies	2.99
VISA - Moe's Southwest Grill	Employee Relations	783.89
VISA - Motion Industries	Building Mtnc Supplies	121.20
VISA - National Seminars/Padget Thompson	Professional Development	727.00
VISA - New Republic	Periodicals	34.97
VISA - OfficeMax	Library Supplies	2.99
VISA - OfficeMax	Office Supplies	59.23
VISA - Paetec Communications, Inc.	Telecommunications	253.48
VISA - Rockford Map Publishers	Adult Books	78.95
VISA - Sam Leman, Bloomington	Vehicle Maintenance	208.45
VISA - School Shop	A/V Materials	57.43
VISA - School Shop	Library Supplies	118.86
VISA - Sprint	Telecommunications	402.25
VISA - Uline Shipping Supply Specialists	Janitorial Supplies	118.69
VISA - University of Illinois	Professional Development	148.00
VISA - University of Illinois Parking Dept.	Travel	8.30
VISA - Walgreens	Library Supplies	23.98
VISA - Wal-Mart	Miscellaneous Expenses	25.16
Total		319,739.77

XI.A.

A RESOLUTION TO AUTHORIZE THE PURCHASE AND

INSTALLATION OF A FULL GRAPHIC WRAP ON THE NEW

BOOKMOBILE TO DEAN'S GRAPHICS IN THE AMOUNT OF $9,800.00

Be It Resolved by the Bloomington Public Library Board of Trustees, Bloomington, Illinois,

1. That the Library Director be authorized to purchase and install a full graphic wrap on the new bookmobile to Dean's Graphics in the amount of $9,800.00
2. That Library staff will design the wrap so it will be specific to Bloomington Public Library public relations material
3. That the Library will receive a 5-year warranty from 3M Company for the printed vinyl, ink and laminate
4. That Dean's Graphics uses solvent ink, which is less likely to fade over time; and is more scratch resistant
5. Maintenance of the wrap is considerably more efficient with the solvent ink—common household cleaners can be used
6. That staff have worked with Dean's Graphics in the past and have been satisfied with the previous work performed
7. That the work will be done in-state
8. That the funds come from the following source:
   Bloomington Public Library Maintenance & Operating Budget: $9,800.00

Approved this 16th day of December 2014

Carol C. Pratt VP

Narendra Jaggi, President
Bloomington Public Library Board of Trustees

XI.B.

A RESOLUTION WAIVING THE THREE QUOTE REQUIREMENT AND

AUTHORIZING THE LIBRARY TO RENEW DIRECTOR'S AND OFFICER'S INSURANCE

WITH SELECTIVE INSURANCE THROUGH THE VAN GUNDY AGENCY

IN THE AMOUNT OF $5,067

Be It Resolved by the Bloomington Public Library Board of Trustees, Bloomington, Illinois,

1. That the three quote requirement be waived and the Library Director authorize renewing Director's and Officer's Insurance with Selective Insurance through the Van Gundy Agency for premiums due January 1, 2015 in the amount of $5,067.00
2. That this is the second in a three-year commitment to the Van Gundy Agency for Library insurance premiums
3. That the funds come from the following source:
   Bloomington Public Library Maintenance & Operating Budget: $5,067.00

Approved this 16th day of December 2014

VP

Narendra Jaggi, President
Bloomington Public Library Board of Trustees

XI.C.

A RESOLUTION WAIVING THE THREE QUOTE REQUIREMENT AND

AUTHORIZING THE LIBRARY TO RENEW PROPERTY INSURANCE

WITH SELECTIVE INSURANCE THROUGH THE VAN GUNDY AGENCY

IN THE AMOUNT OF $19,669.00

Be It Resolved by the Bloomington Public Library Board of Trustees, Bloomington, Illinois,

1. That the three quote requirement be waived and the Library Director authorize renewing Property Insurance with Selective Insurance through the Van Gundy Agency for premiums due January 1, 2015 in the amount of $19,699
2. That this is the second in a three-year commitment to the Van Gundy Agency for Library insurance premiums
3. That the funds come from the following source:
   Bloomington Public Library Maintenance & Operating Budget: $19,669.00

Approved this 16th day of December 2014

CaRe A. Pratt VP

Narendra Jaggi, President
Bloomington Public Library Board of Trustees

XI. 1.

A RESOLUTION WAIVING THE COMPETITIVE BIDDING PROCESS AND

AUTHORIZING THE LIBRARY TO RENEW WORKER'S COMPENSATION INSURANCE

WITH SELECTIVE INSURANCE THROUGH THE VAN GUNDY AGENCY

IN THE AMOUNT OF $29,257.00

Be It Resolved by the Bloomington Public Library Board of Trustees, Bloomington, Illinois,

1. That the competitive bidding process be waived and the Library Director authorize renewing and Worker's Compensation Insurance with Selective Insurance through the Van Gundy Agency for premiums due January 1, 2015 in the amount of $29,257.00
2. That this is the second in a three-year commitment to the Van Gundy Agency for Library insurance premiums
3. That the increase in Worker's Compensation Insurance is due to more accurately computing the total salaries for the bookmobile drivers (it is now based on total salaries and not just on their driving time)
4. That the funds come from the following source:
   Bloomington Public Library Maintenance & Operating Budget: $29,257.00

Approved this 16th day of December 2014

Carl A. Pratt VP

Narendra Jaggi, President
Bloomington Public Library Board of Trustees

XI.E.

BLOOMINGTON PUBLIC LIBRARY
BOARD OF TRUSTEES
2015

Meetings begin at **5:15** p.m.
Quiet Reading Room
Bloomington Public Library

January 20, 2015

February 17, 2015

March 17, 2015

April 21, 2015

May 19, 2015

June 16, 2015

July 21, 2015

August 18, 2015

September 15, 2015

October 20, 2015

November 17, 2015

December 15, 2015

Bloomington Public Library
Director's Report
January 2015

1. Bookmobile

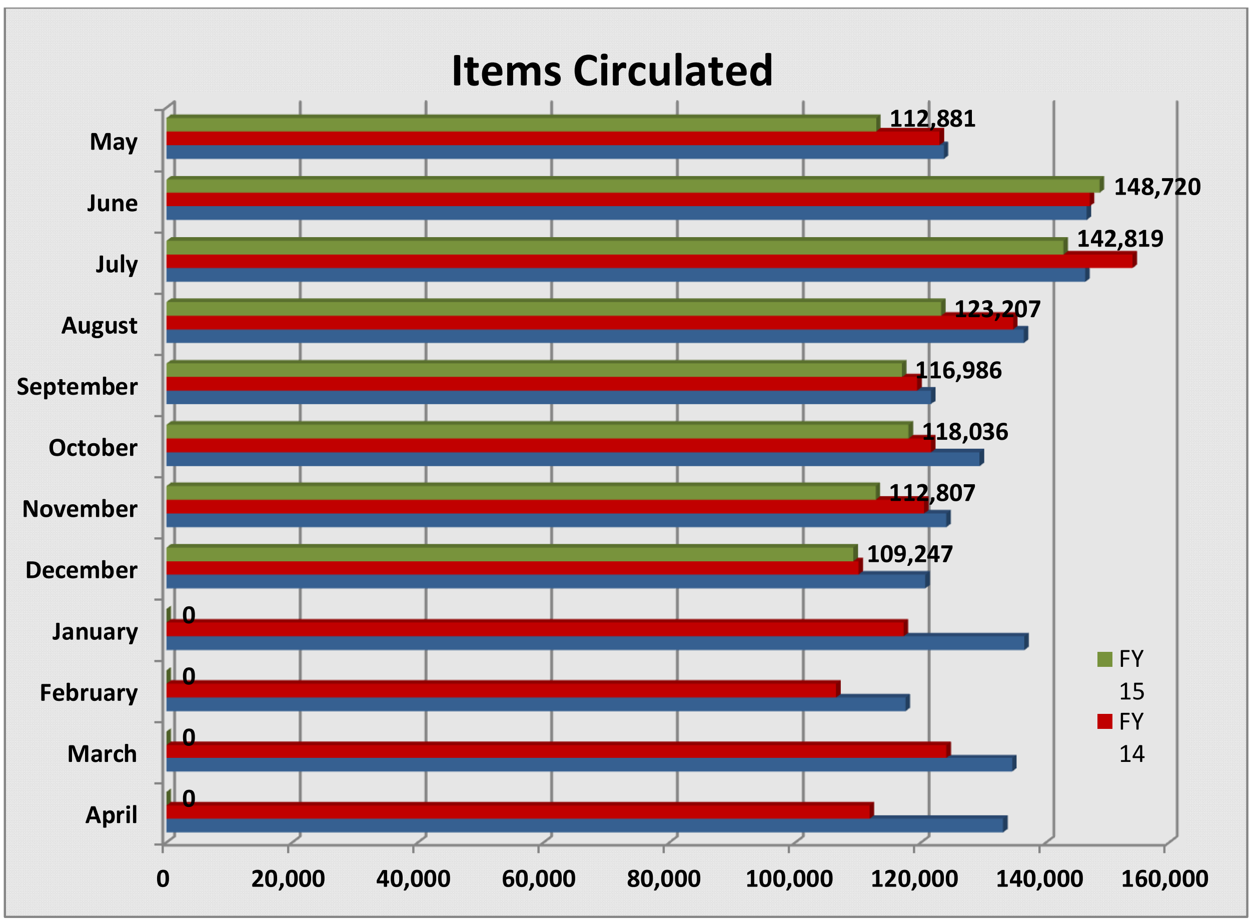
Our new bookmobile is nearing completion and should be here in the beginning of February.

2. **Singer Group meetings**
   Lucy Holman from the Singer Group has concluded her interviews regarding the Director's evaluation tool. She hopes to be back to us with her findings by the end of January.

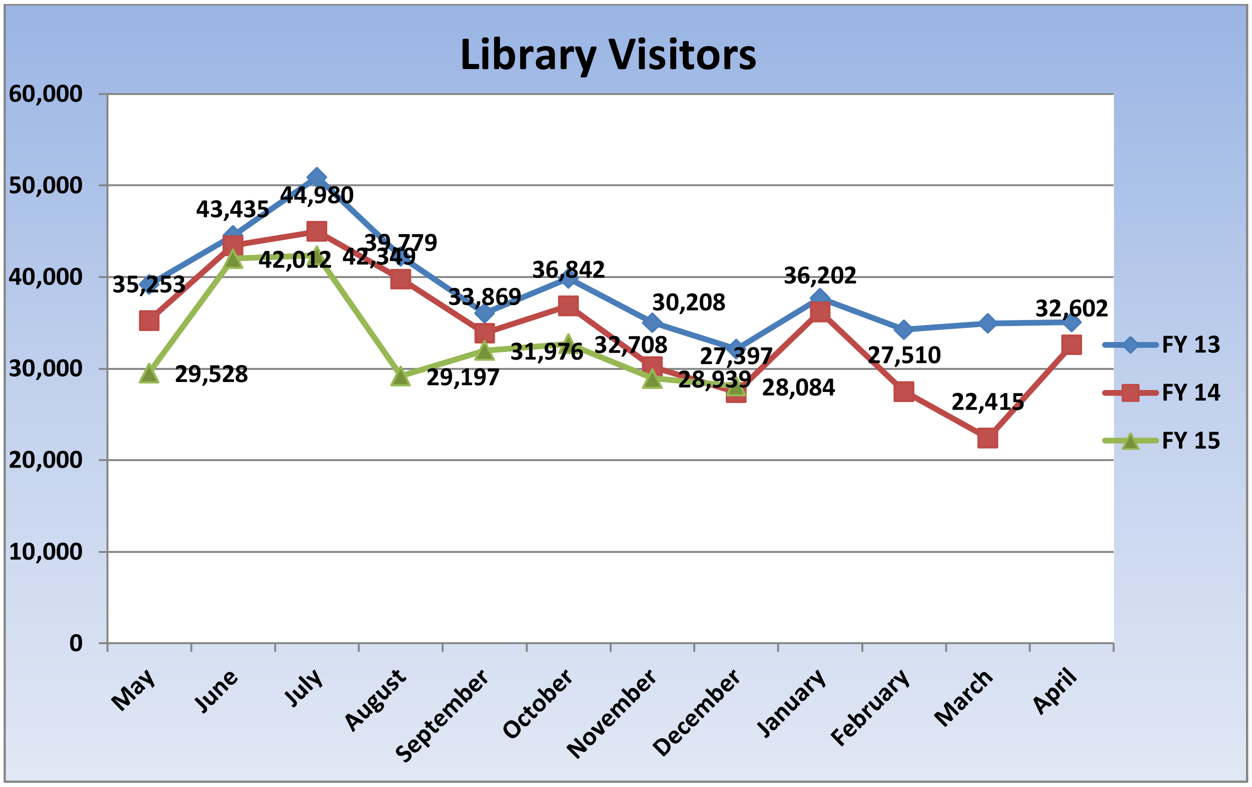
3. **Summer Reading**
   The Summer Reading Committee has held its first meeting already and is working on the plans for the dates, events, and programs. The theme for 2015 is "Read to the Rhythm."

4. **Per Capita Grant**
   I have received notice from the Secretary of State that Bloomington Public Library has been awarded a Per Capita grant in the amount of $95,762.50 for fiscal year 2015.

5. **Statistics**



Customers borrowed 109,247 items in December, 2014, a decrease from the 110,073 items borrowed in December, 2013. Visitors to the Library were up from 27,397 in December 2013 to 28,084 in December 2014. Staff answered 4154 questions from customers this month compared to 3367 questions answered in December 2013.



Programs and Attendance in the month of December:

Children Programs and Attendance:

Tween needle art – 12 attended

Winter break crafts – 200 made

Toddler story time – 6 sessions – 211 attended

Preschool story time – 3 sessions – 77 attended

2nd Monday story club – 12 attended

Singing Swinging story time – 2 sessions – 64 attended

Tails for Tales – 2 sessions – 29 attended

Noah's Ark Preschool visit – 90 attended

Visited Katie's Kids – 67 attended

Visited Milestones Preschool – 15 attended

Visited Brigham Head Start – 76 attended

Visited Trinity Lutheran Head Start – 77 attended

Visited Little Jewels Day Care – 168 attended

Participated in YWCA class library ribbon cutting – 40 attended

Teen Programs and Attendance:

Teen Manga/Anime Club – 1 sessions – 1 attended

DIY Holiday Yarn Wreaths – 1 session -- 12 attended
Teen Advisory Board – 1 session – 0 attended
Schools for Books and Bites: The teen librarian and the NPL youth librarian talked with these numbers of teens: Chiddix: 44; Evans: 144

Adult Programs and Attendance:
End of the Year Fiction & Mystery Book Club – 1 session – 5 attended
Mystery Book Club – 1 session – 7 attended (rescheduled Nov. session)
Nonfiction Book Club – 1 session – 2 attended
Classic Holiday Movies – 3 session – 21 attended
Anime Now for Adults – 1 session – 6 attended
DIY Arm Knitting – 1 session – 12 attended
There were 10 requests for individual appointments with a library staffer. Topics included general computer help; Facebook; resumes; and ebook access.

Respectfully submitted,
Georgia Bouda

BLOOMINGTON PUBLIC LIBRARY
FY 2015 FISCAL REPORT

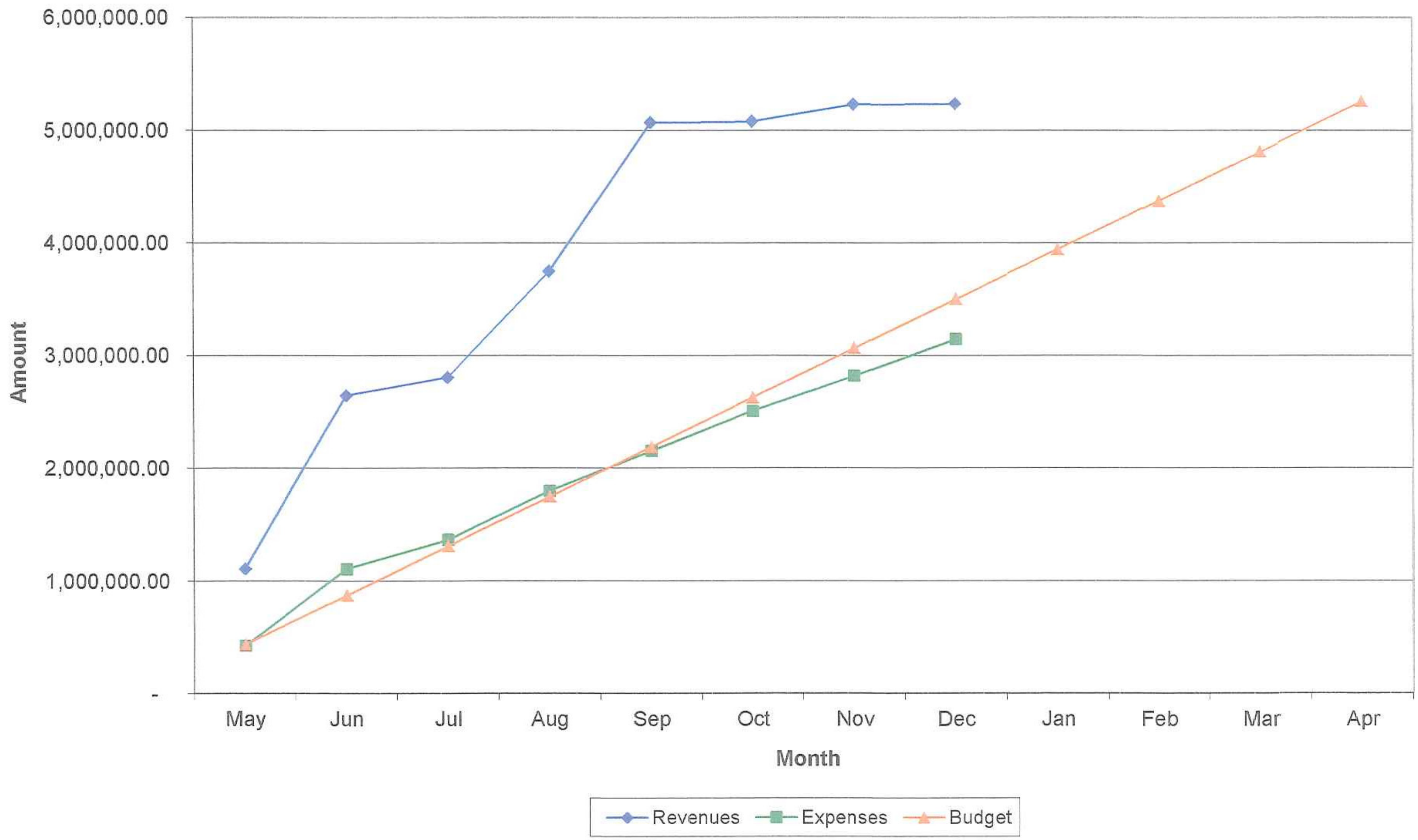
REVENUES:

ACCT NAME	BUDGET	DEC 2014	YR-TO-DATE	AMOUNT OVER/UNDER	% RECEIVED
Property Tax	4,546,710	0.00	4,541,269.54	(5,440.46)	99.9
Replacement Tax	130,400	0.00	130,400.00	0.00	100.0
State Grants	78,000	0.00	95,762.50	17,762.50	122.8
GPPLD	375,000	0.00	362,116.05	(12,883.95)	96.6
Fees & Rentals	75,000	5,499.47	53,702.65	(21,297.35)	71.6
Copies	3,600	109.60	2,036.30	(1,563.70)	56.6
Interest on Investments	4,000	61.71	355.57	(3,644.43)	8.9
Interest from Taxes	0	0.00	28.69	28.69	-------
Sale of Property	1,000	20.00	3,236.78	2,236.78	323.7
Donations	19,500	600.00	21,292.66	1,792.66	109.2
Other Grants	0	0.00	483.97	483.97	-------
Cash Over/Short	0	19.70	19.10	19.10	-------
Other	20,000	1,773.05	28,933.57	8,933.57	144.7
Total Revenues	5,253,210	8,083.53	5,239,637.38	(13,572.62)	99.7

ACCT NAME	BUDGET	DEC 2014	YR-TO-DATE	AMOUNT OVER/UNDER	% SPENT
Full-Time Salaries	2,000,510	149,586.53	1,220,179.08	(780,330.92)	61.0
Part-Time Salaries	384,836	18,699.09	236,265.04	(148,570.96)	61.4
Seasonal Salaries	34,648	696.65	30,909.34	(3,738.66)	89.2
Overtime Salaries	1,100	0.00	0.00	(1,100.00)	0.0
Other Salaries	0	0.00	4,064.19	4,064.19	-------
Total Sals & Wages	2,421,094	168,982.27	1,491,417.65	(929,676.35)	61.6
Dental Insurance	11,160	783.84	6,149.74	(5,010.26)	55.1
Vision Insurance	2,630	199.40	1,554.95	(1,075.05)	59.1
Health Insurance, BC/BS PPO	232,172	16,379.94	122,641.89	(109,530.11)	52.8
Health Insurance, OSF HMO	99,565	7,760.34	60,012.00	(39,553.00)	60.3
Life Insurance	4,000	239.28	1,862.43	(2,137.57)	46.6
IMRF	297,676	22,258.51	196,377.30	(101,298.70)	66.0
FICA	150,040	10,216.69	88,276.58	(61,763.42)	58.8
Medicare	35,090	2,389.38	20,645.24	(14,444.76)	58.8
Unemployemnt Insurance	0	3,969.00	10,143.00	10,143.00	-------
Worker's Comp	22,211	0.00	0.00	(22,211.00)	0.0
Uniforms	600	19.99	909.97	309.97	151.7
Tuition Reimb	30,000	0.00	11,388.00	(18,612.00)	38.0
Other Benefits	20,000	0.00	0.00	(20,000.00)	0.0
Total Benefits	905,144	64,216.37	519,961.10	(385,182.90)	57.4
Rentals	20,000	1,918.20	14,084.26	(5,915.74)	70.4
Total Rentals	20,000	1,918.20	14,084.26	(5,915.74)	70.4
Building Mtnc	125,000	3,727.72	31,072.05	(93,927.95)	24.9
Vehicle Mtnc	10,000	1,175.85	4,000.65	(5,999.35)	40.0
Office & Computer Mtnc	158,000	762.67	118,588.29	(39,411.71)	75.1
Other Mtnc	25,000	0.00	1,271.52	(23,728.48)	5.1
Total Repair/Mtnc	318,000	5,666.24	154,932.51	(163,067.49)	48.7

ACCT NAME	BUDGET	DEC 2014	YR-TO-DATE	AMOUNT OVER/UNDER	% SPENT
Advertising	18,000	143.04	9,743.10	(8,256.90)	54.1
Printing/Binding	18,000	2,659.12	10,870.58	(7,129.42)	60.4
Travel	6,000	(162.00)	3,089.24	(2,910.76)	51.5
Membership Dues	5,000	735.98	2,393.98	(2,606.02)	47.9
Professional Development	8,000	140.00	3,595.98	(4,404.02)	44.9
Other Purchased Services	112,000	5,805.22	41,110.48	(70,889.52)	36.7
Property Insurance	26,000	0.00	0.00	(26,000.00)	0.0
Vehicle Insurance	6,000	0.00	0.00	(6,000.00)	0.0
Other Insurance	4,500	0.00	0.00	(4,500.00)	0.0
Total Purchased Services	203,500	9,321.36	70,803.36	(132,696.64)	34.8
Office Supplies	20,000	279.60	3,995.22	(16,004.78)	20.0
Computer Supplies	90,000	7,903.07	36,033.11	(53,966.89)	40.0
Copier Supplies	4,500	591.96	2,762.95	(1,737.05)	61.4
Postage	30,000	4,247.00	4,587.07	(25,412.93)	15.3
Library Supplies	75,000	4,825.00	44,763.06	(30,236.94)	59.7
Janitorial Supplies	13,000	443.38	6,746.88	(6,253.12)	51.9
Gas & Diesel Fuel	8,240	596.45	4,649.55	(3,590.45)	56.4
Building Mtnc & Repair Supplies	8,000	131.85	7,680.76	(319.24)	96.0
Total Supplies	248,740	19,018.31	111,218.60	(137,521.40)	44.7
Natural Gas	35,000	1,525.02	13,597.49	(21,402.51)	38.8
Electricity	112,000	5,335.34	50,683.35	(61,316.65)	45.3
Water	8,500	651.10	5,200.45	(3,299.55)	61.2
Telecommunications	26,000	2,709.25	23,432.11	(2,567.89)	90.1
Total Utilities	181,500	10,220.71	92,913.40	(88,586.60)	51.2
Professional Collection	6,000	70.00	723.69	(5,276.31)	12.1
Total Prof Collection	6,000	70.00	723.69	(5,276.31)	12.1
Periodicals	35,000	108.99	27,991.83	(7,008.17)	80.0
Adult Books	165,300	10,468.91	102,214.98	(63,085.02)	61.8
Children's Books	120,300	14,312.60	82,407.52	(37,892.48)	68.5
A/V Materials	167,100	10,709.15	108,169.78	(58,930.22)	64.7
Public Access Software	150,000	2,746.00	123,628.07	(26,371.93)	82.4
Ebooks	61,300	10,000.00	10,000.00	(51,300.00)	16.3
Total Materials	699,000	48,345.65	454,412.18	(244,587.82)	65.0
Employee Relations	5,500	(770.16)	683.44	(4,816.56)	12.4
Miscellaneous Expenses	13,000	952.36	4,630.51	(8,369.49)	35.6
ERI Reimbursement	36,732	0.00	36,732.00	0.00	100.0
Fixed Asset Fund Transfer	195,000	0.00	195,000.00	0.00	100.0
Total Other Expenses	250,232	182.20	237,045.95	(13,186.05)	94.7
Total Expenses	5,253,210	327,941.31	3,147,512.70	(2,105,697.30)	59.9

BPL FY 2014-2015



EXPLANATIONS FOR VARIANCES IN EXCESS OF 5%
(Variance of 61.7% to 71.7% is acceptable)
December 2014

Property Tax (99.9%): The Library has received seven distributions.
Replacement Tax (100.0%): The Library received its distribution in July.
State Grants (122.8%): The Per Capita Grant was more than we projected.
GPPLD (96.6%): Golden Prairie has received seven distributions.
Copies (56.6%): Copy revenue is a little under at this time.
Interest on Investments (8.9%): Interest rates are still low.
Sale of Property (323.7%): The Library sold art prints at the Art/Jazz Evening on 5/16/14. The Library also sold used furniture during the month of May.
Donations (109.2%): The Library received the donation from the former Friends (through the Foundation) for the 2014 Summer Reading Program.
Other (144.7%): The Book Shoppe continues to be a success.
Full-Time Salaries (61.0%): This line item is under-spent because contract negotiations are not finalized yet.
Part-Time Salaries (61.4%): This line item is under-spent because contract negotiations are not finalized yet.
Seasonal Salaries (89.2%): This line item is over-spent because the majority of these funds are spent during the summer months for the additional staff hired to help out with the Summer Reading Program.
Overtime Salaries (0.0%): Nothing has been paid from this line item.
Dental Insurance (55.1%): This is a little under-spent due to some full-time staff vacancies.
Vision Insurance (59.1%): This is a little under-spent due to some full-time staff vacancies.
Health Insurance-PPO (52.8%): This is under-spent due to some full time staff vacancies.
Health Insurance (HMO) (60.3%): This line is under-spent due to some full-time staff vacancies.
Life Insurance (46.6%): This is under-spent due to some staff vacancies.
FICA (58.8%): This is under-spent because contract negotiations are not finalized yet.
Medicare (58.8%): This is under-spent because contract negotiations are not finalized yet.
Worker's Compensation (0.0%): The annual premium is paid in January.
Uniforms (151.7%): The Library needed to order replacement security and custodian shirts.
Tuition Reimbursement (38.0%): Charges have been minimal.

Other Benefits (0.0%): Nothing has been paid from this line item.
Building Maintenance (24.9%): Charges have been minimal.
Vehicle Maintenance (40.0%): Charges have been minimal.
Office/Equipment Maintenance (75.1%): This line item is over-spent because most of the expenditures are one-time annual payments for equipment maintenance.
Other Property Maintenance (5.1%): Charges have been minimal.
Advertising (54.1%): Charges have been minimal.
Printing/Binding (60.4%): Charges have been minimal.
Travel (51.5%): Charges have been minimal.
Membership Dues (47.9%): Charges have been minimal.
Professional Development (44.9%): Charges have been minimal.
Other Purchased Services (36.7%): Charges have been minimal.
Property Insurance (0.0%): The annual premium is paid in January.
Vehicle Insurance (0.0%): The annual premium is paid in January.
Other Insurance (0.0%): This is for the Director's & Officer's Insurance—the annual premium is paid in January.
Office Supplies (20.0%): Charges have been minimal.
Computer Supplies (40.0%): Charges have been minimal.
Copier Supplies (61.4%): Charges have been minimal.
Postage (15.3%): Charges have been minimal.
Library Supplies (59.7%): Charges have been minimal.
Janitorial Supplies (51.9%): Charges have been minimal.
Gas & Diesel Fuel (56.4%): Charges have been minimal.
Building Maintenance Supplies (96.0%): This is over-spent due to the recent purchase of fluorescent light bulbs.
Natural Gas (38.8%): Charges have been minimal.
Electricity (45.3%): Charges have been minimal.
Water (61.2%): Charges have been minimal.
Telecommunications (90.1%): This is over-spent because we are now charging the monthly CIRBN cost to this line item. It more appropriately goes in this line item than in the Other Purchased Services line item.
Professional Collection (12.1%): Charges have been minimal.
Periodicals (80.0%): The annual subscription service payment was made in June.
Public Access Software (82.4%): Several one-time annual payments have been made for various electronic databases for the public.
Ebooks (16.3%): Charges have been minimal.
Employee Relations (12.4%): Charges have been minimal.
Miscellaneous Expenses (35.6%): Charges have been minimal.
ERI Reimbursement (100.0%): The transfer was made in June.
Fixed Asset Fund Transfer (100.0%): The transfer was made in June.

The Donations line item breaks out as follows:

Summer Reading Program, Community Donations For 2014:	$ 2,225.00
Former Friends, for Summer Reading Program:	18,150.00

Memorial Donations:	75.00
State Farm Good Neighbor Grant for Nancy Miller:	500.00
Fountain Receipts:	12.66
McLean Co Retired Teachers Assoc:	30.00
John Muirhead:	200.00
Country Kids Day Care:	100.00
Total Donations:	$ 21,292.66

The Other Revenue line item breaks out as follows:

Print Station:	$ 6,645.55
Book Shoppe:	11,422.00
Book Shoppe Gift Certificates:	10.00
Sale of Blankets:	60.00
Sale of Reusable Bags:	169.50
Sale of Sling Backpacks:	520.00
Sale of Earbuds:	553.50
Sale of Flashdrives:	136.50
Sale of Umbrellas:	10.00
Hot Beverage Station:	668.00
Test Proctoring:	1,240.00
Meeting Room Fees:	807.50
B Logistics Revenue:	3,710.14
Novel Night of Art & Jazz Ticket Sales:	1,610.00
Miscellaneous:	1,370.88
Total Other Revenue:	$28,933.57

During December, 10 batches containing 152 invoices were processed, totaling $57,747.39 and 117 credit card charges were made totaling $33,926.03.

Library Fund Balance Information, 12/31/14:

Operating:	$ 2,531,633.44
Capital:	$ 2,052,159.40
Fixed Assets:	$ 986,023.92

APPROVAL OF BILLS

BILLS LIST

Approved by BPL Board of Trustees, January 20, 2015

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Signature, BPL Trustee

Vendor	Line Item	Amount
Ameren IP	Electricity	5,335.34
American Pest Control	Building Maintenance	110.00
Automatic Fire Sprinkler, LLC	Building Maintenance	375.00
Bibliotheca, LLC	Library Supplies	300.00
Bloomington Normal Sunrise Rotary	Membership Dues	300.00
CDW Government	Computer Supplies	7,400.58
CDW Government	Office/Equipment Mtnc	148.58
Cengage Learning	Adult Books	1,491.93
Center Point Large Print	Adult Books	469.14
Children's Plus	Juvenile Books	1,552.24
CIRBN	Telecommunications	466.56
City Directories	Public Access Software	13,250.00
City of Bloomington	Dental Insurance	783.84
City of Bloomington	FICA	10,216.69
City of Bloomington	Fuel	596.45
City of Bloomington	Health Insurance-HMO	7,760.34
City of Bloomington	Health Insurance-PPO	16,379.94
City of Bloomington	IMRF	22,258.51
City of Bloomington	Life Insurance	239.28
City of Bloomington	Medicare	2,389.38
City of Bloomington	Payroll	168,982.27
City of Bloomington	Vision Insurance	199.40
City of Bloomington	Water	651.10
Comcast	Telecommunications	102.85
Cummins Mid State Power	Vehicle Maintenance	1,106.41
Custom Digital Imaging	Printing/Binding	5,797.07
Dell Marketing, L.P.	Computer Supplies	19,272.09
Demco	Library Supplies	2,764.64
Eaton Gallery & Gallery Sales	Adult Books	40.00
Emery, Thomas (History in Print)	Adult Books	40.98
Express Employment Professionals	Other Purchased Services	163.36
Findaway World	A/V Materials	99.99
Fraker, Robert (Savoy Books)	Adult Books	140.75
Frontier	Telecommunications	1,391.11
Gibbons, Jim	Other Purchased Services	250.00
Illinois Wesleyan University	Other Purchased Services	766.02
Imaging Office Systems, Inc.	Office/Equipment Mtnc	625.00
Keystone US Management (Tyco Integrated Security, LLC)	Building Maintenance	245.80
Manufacturer's News, Inc.	Adult Books	218.45

MicroMarketing LLC	A/V Materials	183.84
Midwest Tape	A/V Materials	2,475.09
Midwestern Family	Periodicals	15.99
Miller Janitorial Supply	Janitorial Supplies	717.63
Morningstar	Public Access Software	2,746.00
Northern Illinois Gas/NICOR	Natural Gas	1,525.02
OfficeMax	Computer Supplies	553.60
OfficeMax	Copier Supplies	591.96
OfficeMax	Library Supplies	14.88
OfficeMax	Miscellaneous Expenses	38.42
OfficeMax	Office Supplies	256.09
OverDrive, Inc.	Ebooks	10,000.00
Pantagraph	Advertising	787.50
Postmaster, Bloomington, Illinois	Postage	220.00
Rainbow Book Co.	Juvenile Books	443.83
Random House, LLC	A/V Materials	142.42
Research Technology International	Library Supplies	299.95
Ricoh, USA, Inc.	Rentals	1,540.83
Ron Smith Printing Co.	Printing/Binding	280.00
Schaumburg Township District Library	Miscellaneous Expenses	14.00
Simplex Grinnell	Building Maintenance	3,624.00
Singer Group	Other Purchased Services	2,100.00
Taylor, Pamela (Aquarium Aquascapes)	Other Purchased Services	150.00
ThyssenKrupp Elevator Corp.	Building Maintenance	29.00
U. S. Postal Service	Postage	4,000.00
Unique Management Services, Inc.	Other Purchased Services	635.45
Van Gundy Agency	Other Insurance	5,067.00
Van Gundy Agency	Property Insurance	19,669.00
Van Gundy Agency	Vehicle Insurance	1,841.00
Van Gundy Agency	Worker's Compensation	12,619.00
Weber Electric, Inc.	Building Maintenance	2,267.14
Wherry Machine & Welding, Inc.	Other Purchased Services	30.00
VISA - Amazon Marketplace	Computer Supplies	115.61
VISA - Amazon Marketplace	Library Supplies	27.99
VISA - Amazon.com	A/V Materials	315.02
VISA - American Library Association	Professional Collection	70.00
VISA - Baker & Taylor Books	A/V Materials	8,511.59
VISA - Baker & Taylor Books	Adult Books	8,359.14
VISA - Baker & Taylor Books	Juvenile Books	8,401.20
VISA - Baker & Taylor Books	Other Purchased Services	57.58
VISA - Barnes & Noble	Other Purchased Services	262.94
VISA - Bed, Bath, & Beyond	Library Supplies	17.98
VISA - Bergner's	Employee Relations	55.50
VISA - Demco	Library Supplies	573.30
VISA - ECS Composites	Computer Supplies	606.75
VISA - Envisionware	Computer Supplies	875.00
VISA - Facebook	Advertising	37.25
VISA - Farm & Fleet	Building Mtnc Supplies	7.46
VISA - Farm & Fleet	Janitorial Supplies	41.75
VISA - Farm & Fleet	Office Supplies	29.78
VISA - Farm & Fleet	Uniforms	19.99
VISA - Farm & Fleet	Vehicle Maintenance	4.99
VISA - Five Star Water	Miscellaneous Expenses	106.46
VISA - GameStop	A/V Materials	456.25
VISA - Hobby Lobby	Employee Relations	7.98

VISA - Hobby Lobby	Library Supplies	2.14
VISA - Hobby Lobby	Other Purchased Services	279.62
VISA - Illinois Library Association	Professional Development	140.00
VISA - Ingram	Adult Books	420.69
VISA - Jewel	Employee Relations	64.33
VISA - Jewel	Rentals	29.99
VISA - K Mart	Building Mtnc Supplies	15.07
VISA - Lowe's	Building Mtnc Supplies	93.36
VISA - Lowe's	Janitorial Supplies	57.92
VISA - McLean County Chamber of Commerce	Membership Dues	581.00
VISA - Mega Chess	Library Supplies	69.99
VISA - Menards	Building Mtnc Supplies	15.96
VISA - NewEgg.com	Computer Supplies	911.05
VISA - Oriental Trading Co.	Other Purchased Services	72.50
VISA - Paetec Communications, Inc.	Telecommunications	151.48
VISA - Party City	Employee Relations	32.86
VISA - Paypal*Groundswell Educational Films	Other Purchased Services	62.50
VISA - Paypal*Illinois State Gealogical Society	Membership Dues	35.00
VISA - POS Supply Solutions	Library Supplies	886.06
VISA - Recorded Books	A/V Materials	111.37
VISA - Schnucks	Other Purchased Services	14.13
VISA - Speed Lube	Vehicle Maintenance	64.45
VISA - Sprint	Telecommunications	402.25
VISA - Super JJ Fish and Chicken	Employee Relations	100.00
VISA - U.S. Postal Service	Postage	46.45
VISA - Wal-Mart	Employee Relations	47.92
VISA - Wal-Mart	Janitorial Supplies	39.91
VISA - Wal-Mart	Library Supplies	168.07
VISA - Wal-Mart	Office Supplies	2.74
VISA - Wal-Mart	Other Purchased Services	14.72
VISA - Wal-Mart.com	Office Supplies	30.99
Total		403,485.76

Bloomington Public Library
Monthly Statistics - December 2014

	Current Month	Cumulative	Last Year	Cumulative
CIRCULATION				
Adults	54,117	453,218	56,272	484,429
Teens	2,997	26,519	3,033	28,051
Children	46,227	411,118	41,810	430,748
OTR Adults	1,811	17,734	1,734	19,761
OTR Teens	111	1,276	99	1,077
OTR Children	2,184	28,286	2,427	31,129
e-Books - Freading	12	260	21	22,626
e-Books - Overdrive	925	28,024	3,474	3,700
Freegal downloads	542	5,050	678	5,963
Zinio Magazines	321	3,105	525	2,878
TOTALS				
Adults	55,928	470,952	58,006	504,190
Teens	3,108	27,795	3,132	29,128
Children	48,411	439,404	44,237	461,877
Digital Downloads	1,800	36,439	4,698	35,167
COMBINED TOTAL	109,247	974,590	110,073	1,030,362
ITEMS IN THE COLLECTION				
Main	294,179	294,179	285,729	285,729
OTR	12,514	12,514	12,763	12,763
TOTAL	306,693	306,693	298,492	298,492
HOLDS FILLED	6,955	61,802	7,310	63,149
CARDHOLDERS				
Added	284	3,594	270	4,078
TOTAL NUMBER				
Adults	27,184	27,184	27,411	27,411
Teens	2,324	2,324	2,363	2,363
Children	6,387	6,387	7,034	7,034
Combined Total of Active Cards	35,895	35,895	36,808	36,808
REFERENCE QUESTIONS				
Adults	2,293	20,226	2,271	23,436
Teens	137	971	56	601
Children	857	8,925	758	8,429
OTR	47	682	48	533
Circulation	820	6,561	234	3,441
TOTAL	4,154		3,367	
PROGRAMS				
Story Times	12	116	11	98
Adult	8	82	7	110
Teens	3	48	5	65
Juvenile	4	64	3	37
Outreach Adult	0	2	0	0
Outreach Teen	0	0	0	0
Outreach Juvenile	0	1	0	0

PROGRAM ATTENDANCE

Bloomington Public Library
Monthly Statistics - December 2014

	Current Month	Cumulative	Last Year	Cumulative
Story Times	367	4,064	212	1,997
Adult Programs	53	1,093	59	1,489
Teen Programs	13	485	41	422
Juvenile Programs	241	4,477	31	2,861
Outreach Adult	0	27	0	0
Outreach Teen	0	0	0	0
Outreach Juvenile	0	36	0	0
SUMMER READING PARTICIPANTS				
CHILDREN				
Registered	0	4,704	0	4,458
Completed	0	2,759	0	2,635
TEENS				
Registered	0	811	0	822
Completed	0	402	0	387
ADULTS				
Registered	0	2,300	0	2,261
Completed	0	1,109	0	1,077
TOTAL				
Registered	0	7,815	0	7,541
Completed	0	4,270	0	4,099
COMPUTER USE				
Public computer uses	4,136	31,110	4,183	42,577
Website database/catalog hits	23,070	151,760	6,288	52,147
Online Resource (Database) uses	3,794	29,063	5,633	32,786
TOTAL	31,000	211,933	16,104	127,510
INTERLIBRARY LOAN				
Borrowing Requests Received	501	3,072	299	3,106
Outgoing Loans (Lending)	285	1,877	186	2,059
CONTACTS w/ COMMUNITY GROUPS				
Inside the library (events)	1	63	0	72
Outside the library (events)	12	70	10	61
Number of people	726	11,240	527	11,706
VOLUNTEER HOURS	156	768	103	1,448
MEETING ROOM USAGE				
Study Room	58	559	65	537
Digital Media Lab	26	259	31	N/A
Customer Visits (MAIN)	27,523	255,869	26,802	281,999
Customer Visits (OTR)	561	8,924	595	50,585
COMBINED TOTAL VISITS	28,084	264,793	27,397	332,584
TRAINING HOURS	39	965	36	679

Golden Prairie Public Library District
Board of Trustees Meeting
November 19, 2014

5:00 p.m.

Minutes

I. Call to Order
Secretary Carol Carey-Odekirk called the meeting to order at 5:09 p.m.

II. Roll Call

MEMBERS PRESENT:	Carol Carey-Odekirk, Carolyn Dail, Tim Ervin, Stephen Peterson, Patti Salch
MEMBERS ABSENT:	Lynn Gray, Adrienne Ives
OTHERS PRESENT:	Georgia Bouda, Laura Golaszewski, Kathy Jeakins, Johanna Sneed

III. Introductions & Public Comment
There were no introductions or public comment.

IV. President's Report
Secretary Carol Carey-Odekirk had nothing to report.

V. Approval of Minutes
A. October 15, 2014
PATTI SALCH MOVED, STEPHEN PETERSON SECONDED, TO APPROVE THE MINUTES FROM THE OCTOBER 15, 2014 MEETING. THE MOTION CARRIED UNANIMOUSLY.

VI. Staff Reports
A. Director's Report
Director Bouda shared the Bookmobile photos she received and informed the Board that a Bookmobile inspection is scheduled for December 15.
Director Bouda went on to share that the construction of a new wall will soon begin in the old Outreach workroom.
Director Bouda informed the Board of the new visitor procedures that have been put into place as a security precaution. Visitors needing access to the staff only area

will need to stop by Circulation and they will inform the staff member that they have arrived. They will then be escorted back by the appropriate staff member.
Director Bouda inquired about whether or not the Board still has interest in paying for the insertion of program guides as outlined in the Board's purchasing policy.
The Board agreed to continue paying for the insertion of program guides.
Director Bouda shared updates about the Library expansion Task Force and that an RFQ has been written.

B. Outreach Report
Laura Golaszewski shared that a Bookmobile inspection is scheduled for December 15th to the 17th.
Laura went on to share that the Bookmobile's generator issues have been resolved and it is now up and running.
Laura shared that the Halloween event, the Haunted Bookmobile, was successful despite being a last minute idea.
Laura went on to entertain questions.

C. Fiscal Report
1. Approve October Financial Report
Kathy shared that a property tax distribution was received last week. She stated that the new legal expense was for inquiries made about the election process to Phil Lenzini.

TIM ERVIN MOVED, PATTI SALCH SECONDED, TO APPROVE THE FINANCIAL REPORT FOR OCTOBER 2014.

AYES: CAROL CAREY-ODEKIRK, CAROLYN DAIL, TIM ERVIN, STEPHEN PETERSON, PATTI SALCH

NAYES: NONE

ABSENT: LYNN GRAY, ADRIENNE IVES

THE MOTION CARRIED UNANIMOUSLY.

VII. Unfinished Business
There was no unfinished business.

VIII. New Business
A. Discussion of Interest Rates Earned by Golden Prairie Bank Accounts
Stephen Peterson expressed his concern about the low interest rates earned by Golden Prairie's current bank accounts. Stephen suggested going into treasuries or FDIC Insured CDs. Kathy Jeakins shared that the account must be safe and liquid and suggested that the Board contact the auditor and a financial consultant. The Board agreed to form a committee to research account options. The committee will also

outline an investment policy. Stephen Peterson and Carol Carey-Odekirk volunteered to be the committee, along with Kathy Jeakins.

B. Approve Surety Bond Insurance Coverage
Kathy Jeakins shared two bids for the Surety Bond Insurance. The Board reviewed the quotes.

CAROLYN DAIL MOVED, TIM ERVIN SECONDED, TO APPROVE TRAVELERS SURETY BOND INSURANCE COVERAGE AT A PREMIUM OF $795.00 PER YEAR THROUGH THE RW GIPSON AGENCY.

AYES: CAROL CAREY-ODEKIRK, CAROLYN DAIL, TIM ERVIN, STEPHEN PETERSON, PATTI SALCH

NAYES: NONE

ABSENT: LYNN GRAY, ADRIENNE IVES

THE MOTION CARRIED UNANIMOUSLY.

C. Accept FY14 Comprehensive Annual Financial Report (Audit)
Kathy Jeakins shared that the auditor's recommendation for Golden Prairie to have tax exempt status has been completed and the certificate has been received. She went on to entertain questions about the audit.

CAROLYN DAIL MOVED, STEPHEN PETERSON SECONDED, TO ACCEPT THE FY14 COMPREHENSIVE ANNUAL FINANCIAL REPORT (AUDIT).

IX. Adjournment
Secretary Carol Carey-Odekirk adjourned the meeting at 6:07 p.m.

Incident Reports

Date	Time	Type
12/4	9:14 AM	Vandalism
12/4	10:51 AM	SleepingIncident
12/4	12:19 PM	InappropriateBehavior, Abusive behavior towards staff
12/14	3:58 PM	CustomerLibraryCardAbuse
12/4	8:33 PM	AlcoholDrugs
12/6	4:21 PM	InappropriateBehavior,Intoxicated and cat calling with inappropriate language.
12/9	11:03 AM	AlcoholDrugs,Suspected of smoking marijuana in ML men's bathroom.
12/14	4:55 PM	InappropriateBehavior
12/21	2:57 PM	InappropriateBehavior
12/23	10:01 AM	Other,Accident resulting in injury
12/26	10:03 AM	Other,Breaking Suspension
12/26	11:56 AM	TobaccoUse
12/28	3:44 PM	InappropriateBehavior
12/29	1:27 PM	StolenDamagedLibraryMaterial
12/30	3:22 PM	InappropriateBehavior

Suspension Reports

Date	Time	violation
12/4	12:19 PM	InappropriateBehavior, Rude and abusive to staff
12/6	4:24 PM	InappropriateBehavior,admittedly drunk
12/14	4:57 PM	InappropriateBehavior,Was reported after he left no name was taken.
12/15	3:22 PM	InappropriateBehavior
12/21	2:58 PM	InappropriateBehavior
12/21	2:58 PM	InappropriateBehavior
12/21	2:59 PM	InappropriateBehavior
12/26	9:59 AM	Other,Came back from suspension early.
12/28	3:48 PM	InappropriateBehavior
12/30	3:24 PM	InappropriateBehavior,Disrespect of library property and staff
12/30	3:48 PM	InappropriateBehavior
12/30	4:40 PM	Other,test

A RESOLUTION WAIVING THE THREE QUOTE REQUIREMENT AND

AUTHORIZING PAYMENT FOR THE REPLACEMENT OF LOWER LEVEL SECURITY GATES

TO BIBLIOTHECA

Be It Resolved by the Bloomington Public Library Board of Trustees, Bloomington, Illinois,

1. That the three quote requirement be waived and the Library Director authorize payment for the replacement of the lower level security gates to Bibliotheca
2. That the gates will be supplied by the same vendor, Bibliotheca, as the current gates
3. That the replacement security gates will be wider, allowing better flow of customers in and out of the Library
4. That switching to a different CD and DVD security system necessitates the new gates
5. That the BPL Board of Trustees previously approved a resolution waiving the Three-Quote Requirement and authorized the purchase of security gates from Bibliotheca in the amount of $9,035.00
6. That the Library received an updated quote from Bibliotheca for the latest model of security gates at an additional cost of $1,652.00, bringing the total to $10,687.00
7. That the funds come from the following source:

   Bloomington Public Library Fixed Asset: $542.85
   Bloomington Library DCEO Grant: $10,144.15
   Total Amount: $10,687.00

Approved this 20th day of January 2015

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Narendra Jaggi, President
Bloomington Public Library Board of Trustees

bibliotheca

Toll free: 1-877-207-3127 * Fax: 1-877-207-3129 * www.bibliotheca.com

Customer Official System Quote

Proprietary & Confidential

To		From	
Library Name:	Bloomington Public Library (IL)	Name:	Dustin Lamm
Contact Name:	Georgia Bouda	Email:	d.lamm@bibliotheca.com
Address:	205 East Olive Street,	Telephone:	678-336-7980 Ext. 154
City, State, ZIP:	Bloomington, IL 61701-5218	**Quote Information**	
Country:	United States of America	Quote Date:	December 17, 2014
		Quote Number:	QUO-20105-B6Z3, Rev: 0

Summary			
Quote Expiration:	Quote expires ninety (90) days from Quote Date above.	Payment Terms:	
Quote Name:	Bloomington smartgate 600		
Quote Details:			

Item ID	Item Type	Category	Quantity	List Price	Sale Price	Sub Total
SVC000001-000-US	On-Site Installation and/or Training (per training site)	Services	1	$0.000	$1,500.000	$1,500.00
SHP000001-000-US	Shipping, Handling, and Administration	Services	1	$0.000	$275.000	$275.00
GAT000610-000-US	smartgate™ 600 Extended Width Single Aisle	Security	1	$11,295.000	$8,912.000	$8,912.00
					Grand Total (Less Sales Tax):	$10,687.00

Additional Details

All prices including Service and Maintenance do not include any applicable sales tax. If tax exempt, please provide Tax Exempt Certificate.

Standard Bibliotheca Terms and Conditions Apply

Prices quoted above include a standard Bibliotheca one year warranty. Refer to Bibliotheca Sales and Maintenance Agreement for additional Terms and Conditions. However, any required SIP configuration or ILS renewal fees are not covered by the Bibliotheca warranty. Please note that there may be an additional charge for electrical work.

Shipping is estimated and calculated using today's rates to one receiving location, unless otherwise noted. Additional shipping charges may apply.

Annual Support and Maintenance costs following the standard Bibliotheca one year warranty period:
17% Software Licenses: Percentage of unit price
12% Bundled (Hardware with Software) Products: Percentage of unit price
8% Hardware Only Components: Percentage of unit price

Annual Support and Maintenance Charges automatically increase by 5% per year after the initial first year of paid Annual Support and Maintenance costs. Customer may qualify for savings of 3% for every year, up to five years, of pre-paid annual Support and Maintenance charges. Discount is based on the annual fee of the first year for which support and maintenance is charged (year 2) so that prepayment program also protects customer from yearly pricing escalations.

Manager Approval: ______________________________

Toll free: 1-877-207-3127 * Fax: 1-877-207-3129 * www.bibliotheca.com

Submit Purchase Order by fax to 877-207-3129 or by email to orders-us@bibliotheca.com.

Accepted By: ____________________

Accepted Date: ____________________

Customer Purchase Order Number: ____________________

A RESOLUTION WAIVING THE COMPETITIVE BID PROCESS AND

AUTHORIZING THE LIBRARY DIRECTOR TO PURCHASE A #1 COMPRESSOR FOR THE CHILLER

FROM JOHNSON CONTROLS IN THE AMOUNT OF $33,944.00

Be It Resolved by the Bloomington Public Library Board of Trustees, Bloomington, Illinois,

1. That the competitive bid process be waived and the Library Director authorize purchase of a # 1 compressor for the chiller from Johnson Controls in the amount of $33,944.00
2. That Johnson Controls is a vendor in good standing with the Library
3. That the replacement compressor be compatible with the existing equipment
4. That the Library would want to secure maintenance from one vendor for all components of the chiller
5. That the Library currently has a service agreement with Johnson Controls for the chiller and all its components
6. That securing a service agreement for the replacement compressor only from another source is not possible
7. That the funds come from the following source:

   Bloomington Public Library Fixed Asset Budget: $33,944.00

Approved this 20th day of January 2015

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Narendra Jaggi, President
Bloomington Public Library Board of Trustees

Johnson Controls

Service

Proposal

Peoria Service Branch
3850 North Main Street
Peoria, IL 61611
Phone: 309-691-5400
Fax: 309-691-9686

TO: Bloomington Library
205 E Olive

Bloomington, IL 61701
Ms. Caprice Prochnow

Date: December 16, 2014
Project: Bloomington Library Compressor Replacement
Proposal Ref: XXXX-XXXX

We propose to furnish the materials and/or perform the work described below for the net price of: $33,944.00

THIRTY-THREE THOUSAND, NINE HUNDRED FORTY-FOUR AND 0/100 DOLLARS

For the above price this proposal includes:

Bloomington Library Compressor Replacement:

- Recover refrigerant from Circuit #1
- Remove inoperative compressor
- Install new compressor
- Drain oil from the separators
- Add new oil
- Replace liquid line filter/drier cores and evacuate system
- Replace Compressor contactor
- Test System for leaks
- Recharge with recovered refrigerant
- Start machine and test all pressures, temperatures and amperage
- Clean up work area

The alternate scopes and commercial pricing listed below are not included in the above base proposal, but may be added upon written receipt and confirmation from our customer:

Bloomington Library may elect to use a Remanufactured Compressor at a reduced project cost of $25,460.00. Scope of work remains the same.

This proposal DOES NOT include:

Any Overtime labor

This proposal and alternates listed below are hereby accepted and Johnson Controls is authorized to proceed with work; subject, however to credit approval by Johnson Controls, Inc., Milwaukee, Wisconsin.

This proposal is valid until: Jan. 31, 2015

Bloomington Library		Johnson Controls, Inc.	
Name:		Name:	Alan J. Biagini
Title:		Title:	Account Executive - Service Sales
Date:		Date:	December 16,2014
PO:			

TERMS AND CONDITIONS

By accepting this proposal, Purchaser agrees to be bound by the following terms and conditions:

1. SCOPE OF WORK. This proposal is based upon the use of straight time labor only. Plastering, patching and painting are excluded. "In-line" duct and piping devices, including, but not limited to, valves, dampers, humidifiers, wells, taps, flow meters, orifices, etc., if required hereunder to be furnished by Johnson Controls, Inc. (hereinafter referred to as JCI), shall be distributed and installed by others under JCI's supervision but at no additional cost to JCI. Purchaser agrees to provide JCI with required field utilities (electricity, toilets, drinking water, project hoist, elevator service, etc.) without charge. JCI agrees to keep the job site clean of debris arising out of its own operations. Purchaser shall not back charge JCI for any costs or expenses without JCI's written consent unless specifically noted in the statement of the scope of work or services undertaken by JCI under this agreement, JCI's obligations under this agreement expressly exclude any work or service of any nature associated or connected with the identification, abatement, clean up, control, removal, or disposal of environment Hazards or dangerous substances, to include but not be limited to asbestos or PCSs, discovered in or on the premises. Any language or provision of the agreement elsewhere contained which may authorize or empower the Purchaser to change, modify, or alter the scope of work or services to be performed by JCI shall not operate to compel JCI to perform any work relating to Hazards without JCI's express written consent.

2. INVOICING && PAYMENTS. JCI may invoice Purchaser monthly for all materials delivered to the job site or to an off-site storage facility and for all work performed on-site and off-site. Ten percent (10%) of the contract price is for engineering, drafting and other mobilization costs incurred prior to installation. This 10% shall be included in JCI's initial invoice. Purchaser agrees to pay JCI the amount invoiced upon receipt of the invoice. Waivers of lien will be furnished upon request as the work progresses to the extent payments are received. If JCI's invoice is not paid within 30 days of its issuance, it is delinquent.

3. MATERIALS. If the materials or equipment included in this proposal become temporarily or permanently unavailable for reasons beyond the control and without the fault of JCI, then in the case of such temporary unavailability, the time for performance of the work shall be extended to the extent thereof, and in the case of permanent unavailability, JCI shall (a) be excused from furnishing said materials or equipment, and (b) be reimbursed for the difference between the cost of the materials or equipment permanently unavailable and the cost of a reasonably available substitute therefore.

4. WARRANTY. JCI warrants that the equipment manufactured by it shall be free from defects in material and workmanship arising from normal usage for a period of ninety (90) days from delivery of said equipment, or if installed by JCI, for a period of ninety (90) days from installation. JCI warrants that for equipment furnished and/or installed but not manufactured by JCI, JCI will extend the same warranty terms and conditions which JCI receives from the manufacturer of said equipment. For equipment installed by JCI, if Purchaser provides written notice to JCI of any such defect within thirty (30) days after the appearance or discovery of such defect, JCI shall, at its option, repair or replace the defective equipment. For equipment not installed by JCI, if Purchaser returns the defective equipment to JCI within thirty (30) days after appearance or discovery of such defect, JCI shall, at its option, repair or replace the defective equipment and return said equipment to Purchaser. All transportation charges incurred in connection with the warranty for equipment not installed by JCI shall be borne by Purchaser. These warranties do not extend to any equipment which has been repaired by others, abused, altered or misused, or which has not been properly and reasonably maintained. THESE WARRANTIES ARE IN LIEU OF ALL OTHER WARRANTIES, EXPRESS OR IMPLIED, INCLUDING, BUT NOT LIMITED TO, THOSE OF MERCHANTABILITY AND FITNESS FOR A SPECIFIC PURPOSE

5. LIABILITY. JCI shall not be liable for any special, indirect or consequential damages arising in any manner from the equipment or material furnished or the work performed pursuant to this agreement.

6. TAXES. The price of this proposal does not include duties, sales, use, excise, or other similar taxes, unless required by federal, state or local law. In addition to the stated price, purchaser shall pay all taxes not legally required to be paid by JCI or, alternatively, shall provide JCI with acceptable tax exemption certificates. JCI shall provide Purchaser with any tax payment certificate upon request and after completion and acceptance of the work.

7. DELAYS. JCI shall not be liable for any delay in the performance of the work resulting from or attributed to acts or circumstances beyond JCI's control, including, but not limited to, acts of God, fire, riots, labor disputes, conditions of the premises, acts or omissions of the Purchaser, Owner or other Contractors or delays caused by suppliers or subcontractors of JCI, etc.

8. COMPLIANCE WITH LAWS. JCI shall comply with all applicable federal, state and local laws and regulations and shall obtain all temporary licenses and permits required for the prosecution of the work. Licenses and permits of a permanent nature shall be procured and paid for by the Purchaser.

9. DISPUTES. All disputes involving more than $15,000 shall be resolved by arbitration in accordance with the rules of the American Arbitration Association. The prevailing party shall recover all legal costs and attorney's fees incurred as a result. Nothing here shall limit any rights under construction lien laws.

10. INSURANCE. Insurance coverage in excess of JCI's standard limits will be furnished when requested and required. No credit will be given or premium paid by JCI for insurance afforded by others.

11. INDEMNITY. The Parties hereto agree to indemnify each other from any and all liabilities, claims, expenses, losses or damages, including attorneys' fees, which may arise in connection with the execution of the work herein specified and which are caused, in whole or in part, by the negligent act or omission of the Indemnifying Party.

12. OCCUPATIONAL SAFETY AND HEALTH. The Parties hereto agree to notify each other immediately upon becoming aware of an inspection under, or any alleged violation of, the Occupational Safety and Health Act relating in any way to the project or project site.

13. LEGAL FEES. Purchaser agrees to pay and reimburse JCI for any and all reasonable legal fees which are incurred by JCI in the collection of amounts due and payable under this Agreement.

14. ENTIRE AGREEMENT. This proposal, upon acceptance, shall constitute the entire agreement between the parties and supersedes any prior representations or understandings.

15. CHANGES. No change or modification of any of the terms and conditions stated herein shall be binding upon Johnson unless accepted by Johnson in writing.