

**Minutes of the Board of Trustees
Normal Public Library
February 22, 2017**

Call to order: A regular meeting of the Board of Trustees of the Normal Public Library was held in the board room of the Normal Public Library, Normal, Illinois on Wednesday, February 22, 2017. The meeting convened at 5:00 pm, President Jess Ray presiding, and Sarah Grammer, Secretary.

Members Present: Jess Ray, President, Terry Lindberg, Vice-President, Sarah Grammer, Secretary, Charles Sila, Treasurer, Pam Lewis, Adam Rahn, and Rebecca Rossi (left at 6:00 pm).

Members Absent: None.

Library Staff Present: Brian Chase, Library Director, John Fischer, Adult Services Manager, and Jeanne Moonan, Technical Services.

Review of the Agenda: No corrections or additions were made.

Approval of Minutes: Ms. Rossi moved to approve the minutes of the January 25, 2017 meeting. Mr. Rahn seconded. Motion carried 7-0.

Approval of Expenditures: Mr. Sila moved that expenditures of \$101,337.22 and 2 payrolls of \$149,214.84 be paid as presented. Ms. Rossi seconded. Motion carried 7-0.

President's Report:

Mr. Ray reminded board members about Library Legislative Day coming up on March 13th at the Normal Marriot, and he thanked all of the board members for their service to the community.

Public Comment:

None.

Library Director's Report:

Mr. Chase gave an overview of his Director's Report from the board packet. OPN is continuing to refine plans for a new building in order to best meet the needs of the community. A Community Open House will be scheduled soon. The Library Planning Committee will meet on March 2. The annual ALA Conference will be June 22-27 in Chicago.

Foundation Report:

Pam Lewis has been appointed to be the official liaison to the Normal Public Library Foundation. The Foundation is considering hiring Peter Pearson from Library Strategies as a consultant to aid with the Foundation.

New Business:

A. Building Program and Design Update (Discussion)

Mr. Chase and Ms. Rossi shared a presentation detailing square footage suggestions for each specific area of the new library building, as calculated by OPN. For \$2100, the building can be registered to pursue both LEED and Living Building Challenge certification.

B. Strategic Planning – Goals and Strategies (Action)

Ms. Lewis moved to adopt the Strategic Plan as amended. Mr. Rahn seconded. Motion carried 6-0.

C. Executive Session: Section 2(c)(1) Personnel (Discussion)

At 6:06 pm, Mr. Sila moved to enter into executive session for the purpose of Section 2(c)(1) Personnel. Ms. Lewis seconded. Motion carried 6-0. The executive session ended at 6:40 pm, and the regular meeting resumed.

D. Director Compensation (Action)

Mr. Lindberg moved to upgrade Library Director Brian Chase's salary from grade 45, step 16 to grade 45, step 17 for a total of \$140,432.14 annually, beginning April 1, 2017. Ms. Lewis seconded. Motion carried 6-0.

Unfinished Business: None.

Suggested Items for Next Agenda: None.

Adjournment: Mr. Ray adjourned the meeting at 7:20 pm.

The next regularly scheduled meeting will be Wednesday, March 29, 2017 at 5:00 pm.

Signed:

Secretary

Normal Public Library

Date of Approval