

**Minutes of the Board of Trustees**  
**Normal Public Library**  
**February 28, 2018**

**Call to order:** A regular meeting of the Board of Trustees of the Normal Public Library was held in the boardroom of the Normal Public Library, Normal, Illinois on Wednesday, February 28, 2018. The meeting convened at 5:01 pm, President Jess Ray presiding, and Adam Rahn, acting secretary.

**Members Present:** Jess Ray, President, Terry Lindberg, Vice-President, Adam Rahn, Secretary, Rebecca Rossi, Treasurer, Pam Lewis, Joel Studebaker, and JD Davis.

**Library Staff Present:** Brian Chase, Library Director, John Fischer, Adult Services Manager, Tori Melican, Children's Services Manager, and Jeanne Moonan, Technical Services and AV Manager.

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

**Approval of Minutes:** Ms. Lewis moved to approve the minutes of the January 31, 2018 meeting. Ms. Rossi seconded. Motion carried 7-0.

**Approval of Expenditures:** Ms. Rossi moved that expenditures of \$148,694.15 and 2 payrolls totaling \$57,221.98 be paid. Mr. Lindberg seconded. Motion carried 7-0.

**President's Report:**

Nothing to report.

**Public Comment:**

Several members of the public stopped by to voice concerns regarding the property tax settlement that the board was voting on.

**Library Director's Report:**

Mr. Chase gave an overview of his Director's Report from the board packet. Mr. Chase informed the board that the Unit 5 initiative was gaining steam, and that the new NPL website was going well. He congratulated the board and the staff on an impressive year.

**Foundation Report:**

Ms. Lewis informed the board that the next Foundation Board meeting would be in mid-March.

**Unfinished Business:**

A. Resolution Approving Property Tax Settlement Agreements (Action)

Mr. Lindberg moved that the board approve the tax settlement agreements. Mr. Rahn seconded.

Motion declined 1-6.

**New Business:**

A. Cost of Living Adjustment (Action)

Ms. Rossi moved to approve the COLA as presented, Mr. Lindberg seconded. Motion passed 7-0.

B. Photography and Video Recording Policy (Action)

Ms. Rossi moved to approve the Photography and Video Recording Policy forms as amended, Mr. Studebaker seconded. Motion passed 7-0.

**C. Additional Feasibility Study (Action)**

Mr. Studebaker moved to approve the feasibility study as presented, Mr. Rahn seconded. Motion carried 7-0.

**D. Executive Session: Section 2(c)(1) Personnel (Action)**

Ms. Rossi moved that the board enter executive session for the purpose of Section 2(c)(1) Personnel, Mr. Rahn seconded. The board entered executive session at 7:02pm. At 7:10pm the board invited Library Director Mr. Chase in. The executive session concluded at 7:59pm.

**Unfinished Business:** None.

**Suggested Items for Next Agenda:** Budget Review and Discussion, Land Acquisition Discussion, Executive Session Minutes Review.

**Adjournment:** Meeting was adjourned at 8:10pm.

The next regularly scheduled meeting will be Wednesday, March 28, at 5:00pm.

***Signed:***

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***Secretary***  
***Normal Public Library***

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***Date of Approval***