

Minutes of the Board of Trustees
Normal Public Library
March 29, 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, March 29, 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.

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 February 22, 2017 meeting as amended to correct a clerical error. Mr. Rahn seconded. Motion carried 7-0.

Approval of Expenditures: Mr. Sila moved that expenditures of \$100,412.61 and 2 payrolls totaling \$151,917.85 be paid. Ms. Lewis seconded. Motion carried 7-0.

President's Report:

Mr. Ray reminded everyone about the Book Sale starting Friday, March 31 and the Gamma Phi Circus the weekend of April 8th.

Public Comment:

None.

Library Director's Report:

Mr. Chase gave an overview of his Director's Report from the board packet. The ALA Annual Conference will take place from June 22-27 in Chicago. Mr. Chase has agreed to serve on the search committee for the new Executive Director of the Illinois Library Association. The book return has been removed from Shepard Park and may be installed at Grove Elementary School. The Unit 5 initiative continues to progress with new accounts and cards being prepped for distribution.

Foundation Report:

The Foundation is working on a plan with Library Strategies.

New Business:

A. Building Program and Design Update (Discussion)

Staff from OPN Architects presented five virtual massings to the board. They are continuing to trim the square footage. The goal is to pursue LEED Platinum designation for the new building.

B. Cost of Living Adjustment (Action)

Ms. Rossi moved to approve the 2% Cost of Living Adjustment for library staff. Mr. Lindberg seconded. Motion carried 7-0.

C. Executive Session: 6-Month Review of Executive Session Minutes [Section 2(c)(21)] (Action)
At 6:06 pm, Mr. Sila moved to enter into executive session for the purpose of Section 2(c)(21)
Six-Month Review of Executive Session Minutes. Rossi seconded. Motion carried 7-0. The executive session ended at 6:10 pm and the regular meeting resumed.

Unfinished Business: None.

Suggested Items for Next Agenda: None.

Adjournment: Mr. Ray adjourned the meeting at 6:31 pm.

The next regularly scheduled meeting will be Wednesday, April 26, 2017 at 5:00 pm.

Signed:

Secretary
Normal Public Library

Date of Approval