

Minutes of the Board of Trustees
Normal Public Library
September 28, 2016

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, September 28, 2016. The meeting convened at 5:02 pm, President Jess Ray presiding, and Sarah Grammer, Secretary.

Members Present: Jess Ray, President, Terry Lindberg, Vice-President, Sarah Grammer, Secretary, Charles Sila, Treasurer (arrived at 5:12 pm), Pam Lewis, Adam Rahn, and Rebecca Rossi.

Library Staff Present: Brian Chase, Library Director, 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. Rossi moved to approve the minutes of the August 30, 2016 special meeting. Mr. Rahn seconded. Motion carried 6-0.

Ms. Lewis moved to approve the minutes of the August 31, 2016 regular meeting. Ms. Rossi seconded. Motion carried 6-0.

Approval of Expenditures: Ms. Rossi moved that expenditures of \$91,910.97 and 2 payrolls of \$152,523.18 be paid. Ms. Lewis seconded. Motion carried 6-0.

President's Report:

Mr. Ray thanked Derek Beigh from the Pantagraph and Joan Steinburg for attending the meeting and reminded everyone that September is Library Card Sign-Up Month. He encouraged everyone to keep sharing the Community Input Survey.

Public Comment:

None.

Library Director's Report:

Mr. Chase gave an overview of his Director's Report from the board packet. The library director and two managers will be attending the Harwood Institute in October to learn more about community engagement. The Community Survey is active and will be open through October 7th. The Community Stakeholder Meeting will take place on Thursday, October 27th from 12-5:00 pm.

Foundation Report:

The Foundation reported another successful Book Sale from earlier in the month. The Foundation will meet next on November 17, 2016 at 6:00 pm.

New Business:

A. Architectural Services (Action)

Mr. Lindberg moved to accept the proposal from OPN Architects as presented. Ms. Lewis seconded. Motion carried 7-0.

B. Cost of Living Adjustment (Action)

Ms. Rossi moved to approve the COLA at 1.9%. Mr. Sila seconded. Motion carried 7-0.

C. NPL Foundation Bylaws (Action)

This item was tabled until more information is received from Library Strategies.

D. NPL Foundation Appointments (Action)

Ms. Lewis moved to add Lyn Potts to the NPL Foundation Board of Directors. Mr. Rahn seconded. Motion carried 7-0.

E. Executive session: 6-Month Review of Executive Session Minutes (Action)

Mr. Rahn moved to enter executive session for the Six-Month Review of Executive Session Minutes [Section 2(c)(21)] at 5:52 pm. Ms. Lewis seconded. Motion carried 7-0.

At 5:55 pm, the Board exited executive session and resumed the regular meeting.

Mr. Sila moved to approve the actions taken in executive session. Ms. Rossi seconded. Motion carried 7-0.

Unfinished Business:

A. Strategic Planning (Discussion)

Ms. Grammer shared that a local group had asked her about the possibility of a Homeschool Resource Room in the future library. She also discussed ideas for possible partnerships with ISU in the new facility.

Suggested Items for Next Agenda: None.

Adjournment: Mr. Ray adjourned the meeting at 6:00 pm.

The next regularly scheduled meeting will be Wednesday, October 26, 2016 at 5:00 pm.

Signed:

Secretary
Normal Public Library

Date of Approval