

**Normal Public Library
Minutes of the Board of Trustees
November 17 2014**

Present: Joan Steinburg (left 8:50), President, Susan Lash, Jess Ray, Charles Sila, Pamela Lewis, Terry Lindberg and Dawn Wilson. Also present, Brian Chase, library director, Bill Fecht from the NPL Foundation, John Fischer, Tori Melican and Jeanne Moonan.

Ms Steinburg convened the meeting at 7:00.

Ms Lewis moved to accept the agenda as presented. Mr. Sila seconded. Motion carried 7-0.

Ms Lewis moved to approve the minutes of the April 30, 2014 meeting as presented. Ms Wilson seconded. Motion carried 7-0.

Mr. Sila moved that expenditures of \$49,971.30 and two payrolls of \$140,125.38 be paid. Mr. Lindberg seconded. Motion passed 7-0.

President's Report: Ms Steinburg thanked the staff for the work that went into the grand opening of the remodel and the appreciation lunch on November 12.

Director's Report:

1. Monthly Financial Report

Revenue: The October revenues are up 1.49 % from last year. **Expenses:** An expenditures report as of November 12th was distributed to the board.

2. Circulation

October 2014 circulation was up from October 2013 by 1,716 transactions, an increase of 3.1%. YTD circulation was up 23,256 transactions, an increase of 6.1%. Laptop usage will now be shown within the summary of all public computer usage, rather than as a circulation measure. This is due to the recent transition away from circulating laptops to instead enabling them to be self-service via our computer reservation/authentication software.

3. NPL Foundation

The NPL Foundation is in need of one additional board member and will meet on November 20th.

4. Town Council Tour

A tour of the "new" main floor was given to the Town Council on Monday, November 17th, at 5:30 PM.

5. North Sidewalk

The north sidewalk and parking lot apron project is complete.

6. FY2015 Public Library Per Capita Grant Requirements

The FY2015 Illinois Public Library Per Capita Grant Application has been submitted.

7. FY2016-2020 Budget

The budget work session has officially been rescheduled to Thursday, January 15th, from 12:00 to 5:45 PM in the Council Chambers, with the library portion taking place at 12:30-12:45.

8. Policy Review

Mr. Chase and Ms Wilson will continue to work to establish a calendar for policy review.

9. Technology Playground

The former upstairs computer lab has been converted into the new home of children's AV materials. The former children's AV area will become the new technology playground.

10. Community Room Floor

The library is in the preliminary stages of addressing a long-term solution to the community room floor issue.

New Business:

NPL Foundation Appointment: No one was put forward at this time.

Uptown Development Update Doug Farr and Steve Wilson of Farr Associates presented their ideas on urban libraries. The examples presented included the public libraries of Salt Lake City and Seattle as well as the cultural center (Kulturhuset) in Stockholm. The pros and cons of building a new library in the space available in Uptown were discussed.

Mr. Ray adjourned the meeting at 9:07.

The next regularly scheduled meeting will be Wednesday December 17, 2014 at 6pm.

Respectfully submitted,

Susan Lash
Secretary