

**Normal Public Library  
Minutes of the Board of Trustees  
June 25, 2014**

Present: Joan Steinburg, President, Susan Lash, Jess Ray, Charles Sila and Pamela Lewis. Absent: Terry Lindberg and Dawn Wilson. Also present, Brian Chase, library director, John Fischer, Tori Melican and Jeanne Moonan.

Ms Steinburg convened the meeting at 6:03.pm

Mr. Sila moved to accept the agenda as presented. Ms Lewis seconded. Motion carried 5-0.

Mr. Ray moved to approve the minutes of the May, 2014 meeting as presented. Ms Lewis seconded. Motion carried 5-0.

Mr. Sila moved that expenditures of \$92,680.14 and two payrolls of \$139,327.58 be paid. Ms Lewis seconded. Motion passed 5-0.

President's Report:  
None.

Director's Report:

Tori Melican passed out material about the summer reading program. As of June 25, 4,128 participants were registered in the children's program and ARKS and 456 in the teen program. The total is 4,584. Last year at this time there were 4,405 registered. The pet and animal theme is very popular. The additional lot on the corner of Fell and Mulberry is now available until August 1 making parking much easier and safer for parents with small children.

**1. Monthly Financial Report**

**Revenue:** The May revenues are up 11.63% from last year. **Expenses:** Main floor demo and construction are 85% complete at a cost of \$19,125.00.

**2. Circulation**

May 2014 circulation was down from May 2013 by 3,856 transactions, a decrease of 7.7%.

**3. RFID Transition**

The sorter is scheduled to be delivered and installed the week of July 7<sup>th</sup>.

**4. NPL Foundation**

The Foundation will meet on July 17<sup>th</sup> at 6:30 PM. The Giving Institute recently released the 2014 Giving USA report, which investigates and summarizes the sources and uses of charitable giving in the United States. An executive summary of the report was distributed to board members.

**5. Main Floor Project**

Carpet and paint should be complete by the end of this month. Public response continues to be very positive. The new shelving is scheduled to arrive in late July.

**6. Library Planning Committee**

The Library Planning Committee will meet on July 29<sup>th</sup>.

**7. Town of Normal Corporation Counsel**

Mr. Brian Day has been hired to replace Steve Mahrt as Corporation Counsel for the Town of Normal. Mr. Day currently serves as the Lead Attorney for the Illinois Municipal League, and is scheduled to begin work for the Town on June 23<sup>rd</sup>.

**8. Digital Bookmobile**

The Digital Bookmobile is coming to Normal on July 25 with hands-on help downloading e-books from the library's collection. The Digital Bookmobile will be parked on Constitution Boulevard. There will be an article about this soon in the Pantagraph.

**9. Prevailing Wage**

The annual prevailing wage ordinance is on the agenda for Board consideration.

**New Business:**

- 1. Ordinance Establishing Prevailing Wage Rates:** Mr. C. Sila moved that the library adopt the ordinance establishing prevailing wages as determined by the Illinois Department of Labor. Ms Lewis seconded. Roll call vote was taken. Joan Steinburg: yes, Pamela Lewis: yes, Susan Lash: yes, Charles Sila: no, Jess Ray: yes; Terry Lindberg, Dawn Wilson: absent. Motion carried 4-1.

The meeting adjourned at 6:36 pm.

The next regularly scheduled meeting will be Wednesday July 30, 2014 at 6pm.

Respectfully submitted,

Susan Lash  
Secretary