

**Minutes of the Board of Trustees
Normal Public Library
April 20, 2022**

Call to order: A regular meeting of the Board of Trustees of the Normal Public Library was held in the Community Room of the Normal Public Library, Normal, Illinois on Wednesday, April 20, 2022. The meeting convened at 6:00 pm, President Jess Ray, presiding.

Members Present: Jess Ray, President, Katelyn Trunnell, Vice President, Jd Davis, Secretary, Erin Ripley-Gataric, Beth Robb, Lynda Lane

Members Absent: Amy Ersland

Library Staff Present: Brian Chase, Library Director and Jennifer Williams, Technical Services Manager

Community Members Present: None

1. **Review of the Agenda:** No additions or corrections.
2. **President's Report:** Mr. Ray thanked the NPL staff for their hard work and the Library patrons for their continued support. The Board's thoughts are with Stephanie Adams and her family as she is in hospice.
3. **Public Comment:** None
4. **Committee and Liaison Reports [Foundation; Library Advocacy; Library Planning]:**
Foundation: None.

Library Advocacy: None.

Library Planning: The subcommittee meets this Friday, April 22.

5. **Library Director's Report:** Mr. Chase talked about Stephanie Adams and her family, and the support that the Town and leadership team are providing to the staff. The Board had a conversation about future planning for the Library. Mr. Chase then discussed the items in his report.
6. **OMNIBUS VOTE AGENDA**
 - A. **Approval of the Minutes of the Regular Board Meeting of March 16, 2022**
 - B. **Report to Receive and File Normal Public Library Expenditures for Payment, including \$143,713.78 for two March payrolls, and \$88,314.53 for expenditures as of April 13, 2022**

Ms. Lane moved to approve all items on the Omnibus Vote Agenda, Ms. Ripley-Gataric seconded.

Motion passed 6-0.

7. **ITEMS REMOVED FROM THE OMNIBUS VOTE AGENDA**
No items were removed from the Omnibus Vote Agenda.

8. NEW BUSINESS

A. Insurance Renewal

The Library utilizes the insurance services of Van Gundy. Mr. Chase provided additional materials involving the proposed cyber insurance coverage from Beazley, which increases the premium to \$6221.00 for the next year. Other companies either declined or offered much higher rates, due to the high risk of being a public domain.

Ms. Robb moved to approve both the insurance renewal of the commercial package policy through Van Gundy at a price of \$40,592.00, and the proposal for cyber coverage not to exceed \$6221.00 from a company to be determined. Ms. Trunnell seconded.

Motion passed 6-0.

B. Meeting Pod Purchase (Grant Funded)

This grant-funded purchase provides for two Snap Cab pods. Rhiannon Shoults added the pods to the proposal for the *Bouncing Back from the Pandemic* grant, which the Library was awarded. One of the pods is accessible. They are intended for patrons with varying workforce, business, and professional needs. They will be installed on the side of the Library not affected by the potential abatement project.

Ms. Trunnell moved to approve the purchase of the Snap Cab pods as presented. Ms. Lane seconded.

Motion passed 6-0.

C. Executive Session: Approval of Executive Session Minutes [Section 5 ILCS 120/2(c)(21)]

Ms. Trunnell moved to enter into Executive Session to discuss Section 5 ILCS 120/2(c)(21). Ms. Ripley-Gataric seconded.

Roll Call votes

Jess Ray – Present

Jd Davis – Present

Katelyn Trunnell – Present

Erin Ripley-Gataric – Present

Lynda Lane – Present

Beth Robb – Present

Amy Ermland – Absent

The Board entered into Executive Session at 6:57 pm. The Board exited Executive Session at 6:59 pm and returned to the Regular Meeting.

Ms. Davis moved to approve the Executive Session Minutes from the March 2022 meeting. Ms. Robb seconded.

Motion passed 6-0.

9. UNFINISHED BUSINESS

A. Abatement Project Update

Mr. Chase opened discussion on where the Board should direct their time and energy over the next few months. The abatement project is moving forward, but the goal is still to most effectively address the library's long-term facility needs. The Foundation is asking what they can do to assist in any way.

B. Board Planning

On hold until after the bid process is completed.

10. Suggested Items for Next Agenda

None.

11. Board Comments and Concerns

12. Next Meeting Date: May 18, 2022

13. Adjournment

Mr. Ray adjourned the meeting at 7:51 pm.

Secretary

Date