

**Minutes of the Board of Trustees
Normal Public Library
July 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, July 20, 2022. The meeting convened at 6:00 pm, Vice President Katelyn Trunnell, presiding.

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

Members Absent: Amy Ersland

Library Staff Present: John Fischer, Interim Library Director, Jennifer Williams, Laura Golaszewski

Community Members Present: Pam Reece, Town of Normal City Manager, Andrew Huhn, Town of Normal Finance Director, Brian Day, Corporation Counsel

1. **Review of the Agenda:** No additions or corrections.
2. **President's Report:** Ms. Trunnell thanked the staff of the Normal public library, and noted that everyone is enjoying the summer reading program. She also thanked everyone who has stepped up in Mr. Chase's absence. She informed the Board that Jess Ray, former Board President, had submitted his resignation, and is no longer part of the Normal Public Library Board of Trustees.
3. **Public Comment:** None
4. **Committee and Liaison Reports [Foundation; Library Advocacy; Library Planning]:**
Foundation: Two new members were appointed. Mr. Fischer was introduced to the full Board.

Library Advocacy: None

Library Planning: None

5. **Library Director's Report:** Mr. Fischer discussed the items in his report.

6. **OMNIBUS VOTE AGENDA**

- A. **Approval of the Minutes of the Regular Board Meeting of June 15, 2022**
- B. **Report to Receive and File Normal Public Library Expenditures for Payment, including \$154,589.89 for two June payrolls, and \$165,474.86 for expenditures as of July 13, 2022**

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

Motion passed 5-0.

7. **ITEMS REMOVED FROM THE OMNIBUS VOTE AGENDA**

No items were removed from the Omnibus Vote Agenda.

8. NEW BUSINESS

A. Election of President (Action)

Ms. Lane nominated Beth Robb to fill the vacancy of President of the Normal Public Library Board of Trustees.

Motion passed 5-0.

B. FY2023-FY2028 Budget Preparation (Discussion)

Mr. Fischer asked for suggestions and feedback on the upcoming budget preparation. Ms. Lane asked about including moving costs for a new location and other planned expenses. Ms. Trunnell noted the difficulty of having the discussion while many items are still in the works. The Board will continue to be supportive of the budget planning.

C. Meeting Room Policy (Discussion)

Staff members are interested in updating this policy to more align with Library needs, future planning, and what other libraries are doing. The Board supports researching other libraries and how they operate. Mr. Fischer will bring numbers to a future meeting.

D. Executive Session: [5 ILCS 120/2(c)(1)] Personnel

Ms. Robb moved to enter Executive Session at 6:12 pm. Ms. Lane seconded.

E. Executive Session: [5 ILCS 120/2(c)(5)] Land Acquisition

Ms. Robb moved to enter Executive Session at 6:12 pm. Ms. Trunnell seconded.

Roll Call to enter Executive Session:

Katelyn Trunnell – Present

Jd Davis – Present

Erin Ripley-Gataric – Present

Lynda Lane – Present

Beth Robb – Present

Amy Erslund – Absent

The Board called Mr. Huhn, Ms. Reece, and Mr. Fischer into the Executive Session discussion at 6:54pm.

Roll Call to Exit Executive Session:

Katelyn Trunnell – Present

Jd Davis – Present

Erin Ripley-Gataric – Present

Lynda Lane – Present

Beth Robb – Present

Amy Erslund – Absent

The Board exited Executive Session and returned to the Regular Meeting at 7:54 pm.

F. Authorization for negotiations in land acquisition (Action)

Ms. Lane moved to authorize Library Director for execution of negotiations in land acquisition. Ms. Trunnell seconded. Motion passed 5-0.

9. UNFINISHED BUSINESS

A. Abatement Update

Bid documents should be ready in the next few weeks. They are waiting on engineers to complete the drawings, but are expected on July 28.

B. Board Planning

The Board will appoint a new Trustee to serve until the next election in 2023. The Planning is tabled for further discussion until the August meeting.

10. Suggested Items for Next Agenda

Appointment of a new Trustee for the vacant position
Discussion of Letter of Intent

11. Board Comments and Concerns

Everyone is doing a great job.

12. Next Meeting Date: August 17, 2022

13. Adjournment

Ms. Trunnell adjourned the meeting at 6:59 PM.

Secretary

Date