

Minutes of the Board of Trustees
Normal Public Library
January 15, 2025

Call to order: A regular meeting of the Board of Trustees of the Normal Public Library was held in Meeting Room 417, City Hall, Normal, Illinois on Wednesday, January 15, 2024. The meeting convened at 6:03 pm, President Beth Robb, presiding.

Members Present: Beth Robb, President, Katelyn Trunnel, Vice-president, Erin Ripley-Gataric, Secretary, Amy Ersland, Treasurer, Lynda Lane, Dylan Hile-Broad, Terry Lindberg

Members Absent:

Library Staff Present: John Fischer, Library Director, Jennifer Williams

Community Members Present:

1. **Review of the Agenda:** December 2024 meeting minutes approval delayed.
2. **President's Report:** Ms. Robb had nothing to report.
3. **Public Comment:** None
4. **Committee and Liaison Reports [Foundation; Library Advocacy; Library Planning, Capital Project]:**
Foundation: Discussion regarding gift policy. Trustees are encouraged to donate to the Foundation.

Library Advocacy: Meeting being scheduled with Sen. Koehler. He and Rep. Chung wrote letters in support of NPL's grant application.

Library Planning: None

Capital Project: None

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

6. **OMNIBUS VOTE AGENDA**

- A. **Report to Receive and File Normal Public Library Expenditures for Payment, including \$181,191.61 for two payrolls, and \$1,160,086.10 for expenditures as of January 13.**
- B. **Approval of Property/Casualty Insurance Renewal (LIRA) 2025**
- C. **Approval of Workers Compensation Insurance Renewal (RPA) 2025**

Ms. Lane moved to approve the Omnibus Vote Agenda, Ms. Ersland seconded.
Motion passed 7-0.

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

- A. Approval of the Regular Board Meeting of December 18, 2024 was postponed for revision.

8. **NEW BUSINESS**

A. Approval of Gift Policy (Action)

Ms. Trunnell moved to approve the Gift Policy as modified, Ms. Ersland seconded.
Motion passed 7-0.

B. Approval of Reference Service Policy (Action)

Mr. Lindberg moved to approve the Reference Service Policy, Ms. Lane seconded.
Motion passed 7-0.

C. Waive the formal bidding process and authorize the library director to enter contracts with Henricksen for the purchase of FF&E through leveraging Ominia, TIPS, and GSA Joint purchasing totaling \$991,260. (Action)

Ms. Lane moved to authorize the library director to enter contracts with Henricksen for the purchase of FF&E through leveraging Ominia, TIPS, and GSA Joint purchasing totaling an updated amount of \$987,510.00. Ms. Ersland seconded.

Motion passed 7-0.

D. Approval of Per Capita Grant Application (Action)

Ms. Lane moved to approve the Per Capita Grant Application as presented, Mr. Hile-Broad seconded.
Motion passed 7-0.

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

Ms. Robb moved to enter Executive Session at 7:10 pm. Ms. Lane seconded.

Roll Call to enter Executive Session:

Beth Robb – Present

Katelyn Trunnell – Absent

Erin Ripley-Gataric – Present

Lynda Lane – Present

Amy Ersland – Present

Terry Lindberg – Absent

Dylan Hile-Broad – Present

Roll Call to Exit Executive Session:

Beth Robb – Present

Katelyn Trunnell - Absent

Erin Ripley-Gataric - Present

Lynda Lane – Present

Amy Ersland – Present

Terry Lindberg - Absent

Dylan Hile-Broad - Present

The Board and exited Executive Session and returned to the Regular Meeting at 7:21 pm.

9. UNFINISHED BUSINESS

A. Abatement and Renovation Project Update (Discussion)

10. Suggested items for the Next Agenda

- A. Review building maintenance schedule**
- B. Approval of December 18, 2024 revised minutes**

11. Board Comments and Concerns

12. Next Meeting Date: February 19, 2025

13. Adjournment

Ms. Trunnell motioned to adjourn the meeting , Mr. Hile-Broad seconded. Meeting adjourned at 7:21 pm.

Secretary

Date