

## **Minutes of the Board of Trustees**

### **Normal Public Library**

**November 15, 2023**

**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, November 15, 2023. The meeting convened at 6:00 pm, President Beth Robb, presiding.

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

**Members Absent: NA**

**Library Staff Present:** John Fischer, Library Director, Laura Golaszewski, Jennifer Williams, Lyndsey Carney

**Community Members Present:**

1. **Review of the Agenda:** No corrections or additions
2. **President's Report:** None
3. **Public Comment:** None
4. **Committee and Liaison Reports [Foundation; Library Advocacy; Library Planning]:**

**Foundation:** No report.

**Library Advocacy:** No report.

**Library Planning:** Met to discuss funding options.

**Capital Project Committee:** Future discussion.

5. **Staff Update:** Lyndsey Carney, children's librarian
6. **Library Director's Report:** Mr. Fischer discussed the items in his report.

#### **7. OMNIBUS VOTE AGENDA**

**A. Approval of the Minutes of the Regular Board Meeting of October 18, 2023 B. Report to Receive and File Normal Public Library Expenditures for Payment, including \$165,338.42f or two payrolls, and \$61,351.25 for expenditures as of November 9, 2023**

**C. Approval of the FY 2023 Audit**

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

#### **8. ITEMS REMOVED FROM THE OMNIBUS VOTE AGENDA**

No items were removed from the Omnibus Vote Agenda.

**9. NEW BUSINESS**

**A. Review of Illinois Public Library Standards**

**B. Asbestos consulting Services Contract with McKee Environmental (Action)**

Mr. Lindberg moved to approve, pending review by the Town of Normal attorney and project architect. Ms. Ersland seconded. Motion passed 7-0.

**C. Bylaws (Action)**

Ms. Trunnel moved to approve the revised bylaws as presented. Ms. Ersland seconded. Motion passed 7-0.

**D. Electronic Meetings Policy (action)**

Vote deferred, pending Town of Normal attorney review.

**E. Personnel Code (Action)**

Mr. Hile-Broad moved to approve the personnel code as amended. Ms. Lane seconded. Motion passed 7-0.

F. Executive Session: [5 ILCS 120/2(c)(1)] Personnel (Director Performance Review) Ms. Lane moved to enter Executive Session at 7:06 pm. Mr. Hile-Broad seconded. Roll Call to enter Executive Session:

Beth Robb – Present  
Katelyn Trunnell – Present  
Dylan Hile-Broad – Present  
Erin Ripley-Gataric – Present  
Lynda Lane – Present  
Amy Ersland – Present  
Terry Lindberg – Present

Discussion of Director performance review procedure.

Roll Call to Exit Executive Session:

Beth Robb – Present  
Katelyn Trunnell – Present  
Dylan Hile-Broad – Present  
Erin Ripley-Gataric – Present  
Lynda Lane – Present  
Amy Ersland – Present  
Terry Lindberg – Present

The Board and Mr. Fischer exited Executive Session and returned to the Regular Meeting at 7:29 pm.

10. **UNFINISHED BUSINESS**

A. Abatement Project Update

B. FY2024-25 Budget Update

11. **Suggested Items for Next Agenda**

A. Policy Review: Collection Development

B. Per Capita Application

C. Paid Leave For All Workers Policy

D. Electronic Meetings Policy

12. **Board Comments and Concerns:** Ms. Lane thanked Mr. Fischer for facilitating her attendance at the ILA conference and shared highlights with the Board.

13. **Next Meeting Date:** December 20, 2023

14. **Adjournment**

Ms. Robb adjourned the meeting at 7:44 pm.

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Secretary Date