

**Minutes of the Board of Trustees
Normal Public Library
December 18, 2024**

Call to order: A regular meeting of the Board of Trustees of the Normal Public Library was held in Executive Board Room 417, City Hall, Normal, Illinois on Wednesday, December 18, 2024. The meeting convened at 6:06 pm, President Beth Robb, presiding.

Members Present: Beth Robb, President, Katelyn Trunnel, Vice-President, Lynda Lane, Terry Lindberg

Members Absent: Secretary, Erin Ripley-Gataric, Treasurer, Amy Ersland, Dylan Hile-Broad

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

Community Members Present:

1. **Review of the Agenda:** Decided to table Executive Session until the January meeting
2. **President's Report:** Ms. Robb reported that the letter was distributed to the Mayor. The Mayor assisted in distributing the letter to all of the Council members.
3. **Public Comment:** None
4. **Committee and Liaison Reports [Foundation; Library Advocacy; Library Planning, Capital Project]:**
Foundation: Nothing to report, they will meet next week

Library Advocacy: Rep. Chung toured the library on December 2

Library Planning: No report

Capital Project: No report

5. **Library Director's Report:** Mr. Fischer presented the items in his report.
6. **OMNIBUS VOTE AGENDA**
 - A. **Approval of the Minutes of the Regular Board Meeting of November 20, 2024**
 - B. **Approval of the Minutes of the Special Board Meeting of December 4, 2024**
 - C. **Approval of Normal Public Library Expenditures for Payment, including \$181,273.32 for two payrolls, and \$168,698.02 for expenditures as of December 11, 2024**
 - D. **Cyber Liability Insurance Renewal 2025**

Ms. Lane moved to approve the Omnibus Vote Agenda, Mr. Lindberg seconded.

Motion passed 4-0.

7. **ITEMS REMOVED FROM THE OMNIBUS VOTE AGENDA**
No items were removed.

8. **NEW BUSINESS**

A. Gift Policy (Action)

Tabled until the January meeting

B. Social Media Policy (Action)

Ms. Lane moved to approve. Ms. Trunnel seconded.

Motion passed 4-0.

C. Authorize Library Director to Spend Library Reserves for Abatement and Renovation Not to Exceed \$7,506,801 as Budgeted for FY25 and FY26 (Action)

Ms. Lane moved to approve. Mr. Lindberg seconded.

Motion passed 4-0.

D. Per Capita Grant Application and Annual Review of Standards for Illinois Public Libraries

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

Tabled until the January meeting

9. UNFINISHED BUSINESS

A. Abatement and Renovation Project Update (Discussion)

10. Suggested items for the Next Agenda

A. Per Capita Grant Application Approval

B. Executive Session: Personnel

11. Board Comments and Concerns

12. Next Meeting Date: January 15, 2025

13. Adjournment

Ms. Lane motioned to adjourn the meeting, Ms. Trunnel seconded. Meeting adjourned at 7:13 pm.

Secretary

Date