

Minutes of the Board of Trustees
Normal Public Library
January 27, 2021

Call to order: A regular meeting of the Board of Trustees of the Normal Public Library was held Online via Zoom, and streaming via YouTube on Wednesday, January 27, 2021. The meeting convened at 5:30 pm, President Jess Ray presiding, and Jd Davis, secretary. Mr. Ray read a statement detailing his decision to hold this meeting virtually as opposed to in-person at the Library.

Member Roll Call:

Jess Ray - Present
Terry Lindberg – Present
Jim Rogal - Present
Jd Davis - Present
Katelyn Trunnell - Present
Erin Ripley-Gataric - Present
Pam Lewis – Present

Library Staff Present: Brian Chase, Library Director (present onsite at NPL) and John Fischer, Adult Services and Circulation Manager.

Community Members Present: None.

Review of the Agenda: Executive Session (2)(c)1 (Personnel) (Discussion) was added to the January agenda.

Approval of Minutes: Ms. Lewis moved to approve the minutes of the December 16, 2020 meeting. Ms. Ripley-Gataric seconded.

Jess Ray - Approved
Terry Lindberg - Approved
Jim Rogal - Approved
Jd Davis - Approved
Katelyn Trunnell - Approved
Erin Ripley-Gataric - Approved
Pam Lewis - Approved

Motion carried 7-0.

Approval of Expenditures: Ms. Lewis moved to approve the expenditures totaling \$115,865.53 from December 10, 2020 to January 20, 2021 and two payrolls for the month of December totaling \$139,901.27. Ms. Trunnell seconded.

Jess Ray - Approved
Terry Lindberg - Approved
Jim Rogal - Approved
Jd Davis - Approved

Katelyn Trunnell - Approved
Erin Ripley-Gataric - Approved
Pam Lewis - Approved

Motion carried 7-0.

President's Report:

Mr. Ray reminded the Board to place a reservation for the Central Illinois Library Legislative Meet-up in February. He thanked the patrons for their understanding and the staff for their work during the Covid pandemic. He also showed appreciation for the many public responses to the Library's reopening.

Public Comment: None

Library Director's Report:

Mr. Chase noted a difference between this reopening and the first: the removal of the "one person per household" rule. He then discussed the items in his report.

Foundation Report:

The Foundation Board met earlier this month. Mr. McReynolds is working on local sponsorships for the reading programs.

Advocacy Report:

This is the first month for this report. The Legislative meet-up is a good place to meet with other Trustees to discuss what their libraries are doing in regards to this. The hope is to strengthen this feature of the Library. Ms. Trunnell asked whether the Board would start a subcommittee on advocacy. Mr. Ray asked the members to email if they would like to volunteer. Ms. Lewis requested that the Foundation be informed of any developments from the subcommittee. Going forward, this report will be listed as the "Library Advocacy Report."

New Business

FY2021 Illinois Public Library Per Capita Grant Application

Mr. Chase thanked the Board for reviewing *Serving Our Public 4.0: Standards for Illinois Public Libraries*. The Per Capita Grant application reflects this review and discussion, and includes clear initiatives that will help the Library grow.

Mr. Rogal moved to approve and submit the FY2021 Illinois Public Library Per Capita Grant application. Ms. Lewis seconded.

Jess Ray - Approved
Terry Lindberg - Approved
Jim Rogal - Approved
Jd Davis - Approved
Katelyn Trunnell - Approved
Erin Ripley-Gataric - Approved
Pam Lewis - Approved

The motion passed 7-0.

2021-2024 Strategic Planning Process (Discussion)

Mr. Chase noted that the “Priorities” might change to “Values” or “Commitments.” Ms. Hall and Ms. Garvey, the strategic planning consultants, recommend making the document reflect the concrete, specific needs of Normal Public Library, rather than a more general document that could serve any library. Mr. Chase recapped the discussion the Board had with Ms. Hall and Ms. Garvey in November.

Mr. Lindberg asked that the plan state what the Library can currently feasibly accomplish, while tying in to the new library that the Library has aspirations toward. M. Lewis recommended phrasing such as “due to limited space.” Mr. Ray noted that stating the goals as incremental steps toward the end goal would be beneficial. Mr. Chase asked that Board contact him with any further suggestions for the different priorities.

COVID-19 Update (Discussion)

Mr. Chase stated the Library is looking forward to being open next Monday, February 1 and thanked the Board for their support.

Executive Session: Section 2(c)(1) Personnel (Discussion)

Ms. Davis moved to go into executive session for Section 2(c)(1) Personnel, and Ms. Ripley-Gataric seconded. The Board went into Executive Session at 6:07 pm

Entry Roll Call:

Jess Ray - Present
Terry Lindberg - Present
Jim Rogal - Present
Jd Davis - Present
Katelyn Trunnell - Present
Erin Ripley-Gataric - Present
Pam Lewis - Present

The Board left Executive Session at 6:28pm. Ms. Lewis motioned, and Ms. Ripley-Gataric seconded.

Exit Roll Call:

Jess Ray - Present
Terry Lindberg - Present
Jim Rogal - Present
Jd Davis - Present
Katelyn Trunnell - Present
Erin Ripley-Gataric - Present
Pam Lewis - Present

Unfinished Business

N/A

Next meeting agenda

N/A

Adjournment

Ms. Lewis moved to adjourn the meeting. Ms. Trunnell seconded.

Jess Ray - Approved

Terry Lindberg – Approved

Jim Rogal - Approved

Jd Davis - Approved

Katelyn Trunnell - Approved

Erin Ripley-Gataric - Approved

Pam Lewis – Approved

Meeting adjourned at 6:30 pm.

Secretary

Date