

**Minutes of the Board of Trustees  
Normal Public Library  
January 29, 2020**

**Call to order:** A regular meeting of the Board of Trustees of the Normal Public Library was held in the Board Room of the Normal Public Library, Normal, Illinois on Wednesday, January 29, 2020. The meeting convened at 5:31 pm, President Jess Ray presiding, and Jd Davis, secretary.

**Members Present:** Jess Ray, President, Terry Lindberg, Vice President, Jd Davis, Secretary, Pam Lewis, Jim Rogal, Erin Ripley-Gataric, and Katelyn Trunnell.

Terry Lindberg arrived at 5:45 pm.

**Members Absent:** None.

**Library Staff Present:** Brian Chase, Library Director, Tori Melican, Children's Services Director, Jeanne Moonan, Technical Services and AV Manager, and John Fischer, Adult Services and Circulation Manager.

**Community Members Present:** N/A

**Review of the Agenda:** No additions or corrections noted.

**Approval of Minutes:** Ms. Lewis moved to approve the minutes of the December 18, 2019 meeting. Ms. Trunnell seconded. Motion carried 6-0.

**Approval of Expenditures:** Ms. Trunnell moved to approve the expenditures of \$88,700.77 and two payrolls of \$163,715.99. Ms. Lewis seconded. Motion carried 6-0.

**President's Report:** Mr. Ray thanked the Illinois State Credit Union for sponsoring the Yule Ball. It is their second year sponsoring Library events. Thank you to the staff for making this a wonderful library.

**Public Comment:** Ms. Ripley-Gataric thanked the library staff for their excellent work during the power outage. Ms. Melican noted that the book club held downstairs enjoyed the atmosphere that the power outage created.

**Library Director's Report:** Mr. Chase reminded the Board of the Yule Ball and the Winter Reading Program. He met with Chamber members about advertising for the Yule Ball. A graphic design student intern from Illinois State University is on staff for the spring semester.

Mr. Chase discussed the restroom project, including asbestos abatement and demolition of the space. The area will be inaccessible and clearly marked as such. The Library hours will remain the same. Mr. Chase asked the Board to consider the Meeting Space Policy and any adjustments that can or should be made. He highlighted the other items in the Director's Report.

Mr. Ray noted that, while circulation is down over the last three years, patron count is substantially higher. The Library is a destination spot for more than just materials.

**Foundation Report:** Peter Pearson will be here in March to meet with the Foundation Board to talk about engaging individual and corporate donors. Mr. Pearson also does work with library advocacy and sustaining successful relationships.

**New Business**

**Board Goals/Strategic Planning (Discussion)**

Mr. Chase provided a proposed timeline for the process, including key personnel and the role the Board will play. He clarified that they will survey all of Bloomington-Normal for thoughts and feedback. He asked the Board for general approval and permission to move forward, which was given.

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

The Board went into Executive Session at 6:57pm. Ms. Lewis moved, Ms. Trunnell seconded.

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 7:34pm. Ms. Lewis moved, Ms. Ripley-Gataric seconded.

**Unfinished Business**

N/A

**Next meeting agenda**

Director Review

**Adjournment**

Meeting adjourned at 7:35 pm.

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Secretary

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Date