

**Minutes of the Board of Trustees
Normal Public Library
April 24, 2019**

Five newly elected members of the Board of Trustees – Erin Ripley-Gataric, Jim Rogal, Katelyn Trunnell, Jd Davis and Terry Lindberg - were sworn in by Angie Huonker, City Clerk for the Town of Normal.

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, April 24, 2019. The meeting convened at 5:00 pm, President Jess Ray presiding, and Jd Davis, secretary.

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

Members Absent: Pam Lewis

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

Review of the Agenda: No changes or corrections

Approval of Minutes: Mr. Lindberg moved to approve the minutes of the March 27, 2019 meeting. Ms. Davis seconded. Motion carried 6-0.

Approval of Expenditures: Mr. Lindberg moved to approve the expenditures of \$68,567.37 and two payrolls of \$161,088.45. Ms. Trunnell seconded. Motion carried 6-0.

President's Report:

Mr. Ray welcomed the new Board members, gave congratulations to all the elected members, and thank you's to the staff of the Library.

Public Comment: None

Library Director's Report:

Mr. Chase shared congratulations to all, and welcome to the new Board members. He informed the Board that Jane Chinchowski will be joining the Library as the Children's librarian. The Library was awarded the construction grant, and the funds should arrive in the fall. The Illinois Public Library Annual Report is in the packet; Mr. Chase will ask the Board for approval and authorization later in the meeting.

Ms. Trunnell asked about the restroom construction, and whether it would shut down the Library. It may close an entrance for a few days but the Library overall will stay open. Mr. Lindberg noted that the Board will discuss the allocation of matching funds at future meetings.

Foundation Report: The Lisa McMann events are Friday/Saturday, April 26/27. Several sponsors have donated a total of \$3,000, and Hyatt donated rooms to the author.

New Business

Election of Board officers: President, Vice President, Secretary, Treasurer

Mr. Lindberg nominated Mr. Ray for President. Motion passed 6-0.

Mr. Ray nominated Mr. Lindberg for Vice President. Motion passed 6-0.

Ms. Trunnell nominated Ms. Davis for Secretary. Motion passed 6-0.

Ms. Davis nominated Ms. Trunnell for Treasurer. Motion passed 6-0.

Meeting Schedule

A suggestion was made to move the December 2020 meeting from December 30 to December 16.

A suggestion was made to move the time of the meetings to 5:30pm instead of 5:00pm.

Ms. Ripley-Gataric moved to hold the meetings at 5:30pm in the Normal Public Library Board room with exceptions posted. Mr. Rogal seconded. Motion passed 6-0.

Introduction of the newly inducted Trustees

The Board introduced themselves to each other.

Illinois Public Library Annual Report (Action)

Ms. Ripley-Gataric asked about what constitutes a Book Mobile. Mr. Chase answered that it is not the mobile book stops that the Library provides, but more of a vehicle that is stocked and can move from one place to another.

Ms. Trunnell asked about reflecting the new members of the Board. Mr. Chase explained that the report details the year ending March 30th, which would not include the new members.

Mr. Rogal moved to approve the report as presented and give Mr. Chase the approval to submit the report. Ms. Ripley-Gataric seconded. Motion passed 6-0.

Insurance Renewal (Action)

Currently the Library does not have cyber liability coverage. Risks exist, data breaches happen, and this type of policy brings better coverage to the uncertainty. The current insurance provider, Van Gundy, feels that the Beazley Breach Response provides the right coverage for the Library. Option #8 was suggested, and \$2280 would be the premium. Usually when a breach happens, it involves a large cost to fix. Current coverage is very minimal. The Town is covered for this, and we are connected to the Town through cables but not covered by their insurance. Mr. Chase stated that Van Gundy has provided excellent service, and trusts their recommendation of Beazley.

Mr. Lindberg moved to approve the Insurance Renewal with Van Gundy including the cyber liability coverage with Beazley Breach Response, which would make the total for all coverages \$34,310. Ms. Davis seconded. Motion passed 6-0.

Unfinished Business: None

Next meeting agenda

- History of social services at NPL

Executive Session

Ms. Davis called for Executive Session at 6:07pm, and Mr. Ray seconded; motion passed 6-0.

Leave executive session at 6:14pm.

Ms. Davis moved to approve the Executive Session Minutes: Section 2(c)(21) from March 27, 2019. Mr. Ray seconded. The motion passed 6-0.

Adjournment

Mr. Lindberg moved to adjourn the meeting, and Mr. Ray seconded; motion passed 6-0. Meeting adjourned at 6:32 pm.