

**Minutes of the Board of Trustees
Normal Public Library
April 25, 2018**

Call to order: A regular meeting of the Board of Trustees of the Normal Public Library was held in the boardroom of the Normal Public Library, Normal, Illinois on Wednesday, April 25, 2017. The meeting convened at 5:03 pm, President Jess Ray presiding, and Adam Rahn, acting secretary.

Members Present: Jess Ray, President, Terry Lindberg, Vice-President, Adam Rahn, Secretary, Pam Lewis, Joel Studebaker, and JD Davis.

Library Staff Present: Brian Chase, Library Director, and Tori Melican, Children's Services Manager.

Review of the Agenda: No corrections or additions were made.

Approval of Minutes: Mr. Rahn moved to approve the minutes of the March 28, 2018 meeting. Ms. Lewis seconded. Motion carried 6-0.

Approval of Expenditures: Mr. Lindberg moved that expenditures of \$75,445.31 and 2 payrolls totaling \$156,459.51 be paid. Mr. Rahn seconded. Motion carried 6-0.

President's Report:

Mr. Ray wished former board member Ms. Rossi well in her new endeavors, and thanked Library director Mr. Chase and the staff for their hard work during the two recent Foundation events.

Public Comment:

None.

Library Director's Report:

Mr. Chase informed the board that the Per Capita check had been issued, and that the Summer Program Guide draft was almost complete.

Foundation Report:

None.

Unfinished Business:

A. Policy Prohibiting Sexual Harassment (Discussion)

Mr. Studebaker requested the board continue discussion on this after he brings back recommendations for additional phrasing to be included in the policy.

New Business:

A. Illinois Public Library Annual Report (Action)

Ms. Lewis moved to approve the IPLAR documents as presented. Mr. Studebaker seconded. Motion passed 6-0.

B. Insurance Renewal (Action)

Mr. Lindberg moved to approve the Insurance Renewal policy with Van Gundy as presented. Ms. Lewis seconded. Motion passed 6-0.

C. Disclosure Policy (Discussion)

A policy requiring the disclosure of owners of LLCs operating with the Town of Normal and Normal Township was recently proposed. Other communities, such as Chicago and Champaign, have enacted such policies, and the Library is discussing enacting similar policies itself. Board members expressed concern over the balance between transparency and red-tape, impact vs. outcomes, and whether or not other libraries have adopted policies like this. No action was taken.

D. Executive Session: Land Acquisition: [Section 2(c)(5)] (Discussion)

Ms. Lewis moved that the board enter executive session for the purpose of Section 2(c)(5) Land Acquisition, Ms. Davis seconded. The board entered executive session at 5:45pm. The executive session concluded at 6:18pm.

Unfinished Business: None.

Suggested Items for Next Agenda:

Adjournment: Meeting was adjourned at 6:18pm.

The next regularly scheduled meeting will be Wednesday, May 30, at 5:00pm.

Signed:

Secretary
Normal Public Library

Date of Approval