

Minutes of the Board of Trustees
Normal Public Library
May 30, 2018

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, May 30, 2018. The meeting convened at 5:02 pm, President Jess Ray presiding, and JD Davis, acting secretary.

Members Present: Jess Ray, President, Pam Lewis, Joel Studebaker, and JD Davis. Adam Rahn joined at 5:28 pm.

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

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

Approval of Minutes: Ms. Lewis moved to approve the minutes of the April 25, 2018 meeting. Mr. Studebaker seconded. Motion carried 4-0.

Approval of Expenditures: Ms. Lewis moved that expenditures of \$60,693.01 and 2 payrolls totaling \$155,791.75 be paid. Mr. Studebaker seconded. Motion carried 4-0.

President's Report:

Mr. Ray expressed his gratitude for the Autism kits that were mentioned in the Pantagraph. He thanked fellow board member Mr. Rahn for his service, and informed the board that Mr. Rahn would be resigning after the June meeting. Mr. Ray also thanked the committee for reviewing applicants to fill the current board vacancy, and thanked the library staff for doing a great job at the recent author events.

Public Comment: None.

Library Director's Report:

Mr. Chase gave an overview of his Director's Report from the board packet. Mr. Chase informed the board that the NPL Program Guide for the summer is completed, and another will be released in three months. Summer reading had over 1,000 participants in the first 8 hours, and that library fines would be forgiven if a patron signed up for summer reading. Mr. Chase shared kind words from a patron who has books delivered with her Peace Meal and loves the service, and he also informed the board that the FY17 per capita grant check had been received.

Foundation Report:

Ms. Lewis mentioned the great turnout on both the author and DESTIHL events, the Foundation is preparing for their annual audit, and that current policies are being reviewed. Ms. Lewis also mentioned that the first Annual Campaign kicks off in fall 2018.

New Business:

- A. Uptown TIF Extension (Discussion)

Pam Reece discussed the 12-year Uptown Normal TIF extension and responded to questions.

B. Executive Session: Land Acquisition [Section 2(c)(5)] (Action)

Ms. Lewis moved that the board enter executive session for the purpose of Section 2(c)(5), Land Acquisition. Mr. Studebaker seconded. The board requested that Ms. Reece and Mr. Day join the executive session. The board entered executive session at 5:30pm. The executive session ended at 6:23pm.

C. Land Acquisition

The board decided to take no action at this time.

D. Nonresident Fee (Action)

Ms. Lewis motioned that the nonresident fee be approved as presented, Mr. Studebaker seconded. Motion passed 5-0.

E. Appointment to NPL Board of Trustees [Section 2(c)(3)] (Action) and F. Executive Session: Approval of Executive Session Minutes [Section 2(c)(21)].

Ms. Davis moved that the board enter executive session for the purposes of Section 2(c)(3) Appointment to the NPL Board of Trustees and Section 2(c)(21) Approval of Executive Session Minutes. Mr. Rahn seconded. The board requested that Library Director Mr. Chase be present during executive session. The board entered executive session at 6:27pm. The board exited executive session at 7:00pm.

G. Appointment to NPL Board of Trustees.

Mr. Rahn motioned that the board appoint Mr. Shawn Woodson to fill the current vacancy. Ms. Lewis seconded. Motion carried 5-0.

Unfinished Business:

A. Policy Prohibiting Sexual Harassment (Discussion)

It was suggested that the Policy Prohibiting Sexual Harassment created in consultation with attorney Phil Lenzini be acted upon at the June meeting.

B. Disclosure Policy (Discussion)

No further action is planned at this time.

Suggested Items for Next Agenda: Sexual Harassment Policy, NPL Board Appointment.

Adjournment: Meeting was adjourned at 7:19pm.

The next regularly scheduled meeting will be Wednesday, June 27, at 5:00pm.

Signed:

Secretary, Normal Public Library

Date of Approval