

**Minutes of the Board of Trustees
Normal Public Library
May 26, 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, May 26, 2021. The meeting convened at 5:37 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
Jim Rogal - Present
Jd Davis - Present
Katelyn Trunnell - Present
Erin Ripley-Gataric - Present
Lynda Lane – Present
Beth Robb – 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: None

Approval of Minutes: Ms. Trunnell moved to approve the minutes of the April 28, 2021 meeting. Ms. Ripley-Gataric seconded.

Jess Ray - Yes
Jim Rogal - Yes
Jd Davis - Yes
Katelyn Trunnell - Yes
Erin Ripley-Gataric - Yes
Lynda Lane – Abstain
Beth Robb – Abstain

Motion carried 5-0.

Approval of Expenditures: Ms. Robb moved to approve the expenditures totaling \$114,190.04 from April 22, 2021 to May 19, 2021 and three payrolls for the month of April totaling \$209,490.09. Ms. Lane seconded.

Jess Ray - Yes
Jim Rogal - Yes
Jd Davis - Yes
Katelyn Trunnell - Yes

Erin Ripley-Gataric - Yes
Lynda Lane – Yes
Beth Robb – Yes

Motion carried 7-0.

President’s Report: Mr. Ray thanked the staff of the NPL and the patrons for their continued support. He welcomed Ms. Lane and Ms. Robb to the Board.

Public Comment: None

Library Director’s Report: Mr. Chase shared that the staff is in the middle of hiring, and patrons are returning to the Library. He then discussed the items in his report. He added that many grants are becoming available for which the Library will be researching and potentially applying.

Foundation Report:

Mr. Ray mentioned the upcoming mini Book Sale at Destihl on June 13. Mr. Chase informed the Board that Mr. McReynolds, the part-time Development Coordinator, had submitted his resignation, and the Foundation was reevaluating how to best move forward.

Library Advocacy Report:

No report at this time.

New Business

Election of Officers (Action)

Ms. Ripley-Gataric nominated Mr. Ray for President, and Ms. Lane seconded.

Jess Ray - Abstain

Jim Rogal - Yes

Jd Davis - Yes

Katelyn Trunnell - Yes

Erin Ripley-Gataric - Yes

Lynda Lane – Yes

Beth Robb – Yes

The motion passed 6-0.

Ms. Davis nominated Mr. Rogal for Vice President, and Ms. Ripley-Gataric seconded.

Jess Ray - Yes

Jim Rogal - Abstain

Jd Davis - Yes

Katelyn Trunnell - Yes

Erin Ripley-Gataric - Yes

Lynda Lane – Yes

Beth Robb – Yes

The motion passed 6-0.

Mr. Ray nominated Ms. Davis for Secretary, and Ms. Ripley-Gataric seconded.

Jess Ray - Yes

Jim Rogal - Yes

Jd Davis - Abstain

Katelyn Trunnell - Yes

Erin Ripley-Gataric - Yes

Lynda Lane – Yes

Beth Robb – Yes

The motion passed 6-0.

Ms. Ripley-Gataric nominated herself for Treasurer, and Ms. Robb seconded.

Jess Ray - Yes

Jim Rogal - Yes

Jd Davis - Yes

Katelyn Trunnell - Yes

Erin Ripley-Gataric - Abstain

Lynda Lane – Yes

Beth Robb – Yes

The motion passed 6-0.

Schedule of Board Meetings (Action)

Discussion commenced regarding a meeting schedule for Board of Trustee meetings. Ms. Lane motioned to schedule the Normal Public Library Board of Trustee meetings on the 3rd Wednesday of each month at 6:00pm. Ms. Ripley-Gataric seconded.

Jess Ray - Yes

Jim Rogal - Yes

Jd Davis - Yes

Katelyn Trunnell - Yes

Erin Ripley-Gataric - Yes

Lynda Lane – Yes

Beth Robb – Yes

The motion passed 7-0.

Committee Appointments (Action)

Mr. Ray asked for those interested in serving on the various committees.

Ms. Robb and Ms. Lane volunteered for the Advocacy Committee. Ms. Davis and Mr. Rogal volunteered for the Library Planning Committee. Ms. Ripley-Gataric volunteered for the NPL Foundation Board Liaison. Mr. Ray named the Committees and placed the aforementioned members into them.

Introduction of Newly Elected Trustees (Discussion)

Mr. Chase introduced Ms. Robb and Ms. Lane. The Trustees all shared their backgrounds.

Unfinished Business**Covid-19 Update**

Mr. Chase shared that the Library is in the process of loosening certain parameters. They are now encouraging instead of requiring masks on patrons. They are not imposing a time limit to browse in the Library, and moving away from the “grab and go” service model. Additional seating will be added around the building. The computer time limit will be ninety minutes instead of sixty. Staff will continue to wear masks and the plexiglass will stay in place. Study rooms, meeting spaces, and the Discovery Room will remain closed. Curbside service, programming, and hours of operation will remain as they are for the foreseeable future. Circulation is increasing and nearing 2019 levels.

Next meeting agenda

Non-resident library cards

Adjournment

Mr. Ray adjourned the meeting at 6:45 pm.

Secretary

Date