

**Minutes of the Board of Trustees
Normal Public Library
November 17, 2021**

Call to order: A regular meeting of the Board of Trustees of the Normal Public Library was held in the Community Room of the Normal Public Library, Normal, Illinois on Wednesday, November 17, 2021. The meeting convened at 6:01 pm, President Jess Ray, presiding.

Members Present: Jess Ray, President, Jd Davis, Secretary, Erin Ripley-Gataric, Lynda Lane, Beth Robb, Amy Ersland.

Members Absent: Katelyn Trunnell, Vice President.

Library Staff Present: Brian Chase, Library Director and Jennifer Williams, Technical Services Manager.

Community Members Present: None

Review of the Agenda: No additions or corrections.

Approval of Minutes: Ms. Ripley-Gataric moved to approve the minutes of the October 20, 2021 meeting. Ms. Robb seconded.

Motion carried 6-0.

Approval of Expenditures: Ms. Lane moved to approve the expenditures totaling \$46,680.82 from October 14, 2021 to November 6, 2021 and three payrolls for the month of October totaling \$217,050.56. Ms. Ripley-Gataric seconded.

Motion carried 6-0.

President's Report: Mr. Ray mentioned the developments with the Bloomington Public Library expansion, and also the start of the NPL Foundation Annual Campaign.

Public Comment: None

Committee and Liaison Reports [Foundation; Library Advocacy; Library Planning]:

Foundation: The Foundation Board gathered to sign over 400 letters for the capital campaign. An email blast will go out for the campaign through the Chamber on November 26. Campaign materials will be available inside the Library.

Library Advocacy: Ms. Robb and Mr. Lindberg met with Mayor Koos and Council Member McCarthy and discussed the Library's place in Uptown 2.0. Mr. Chase spoke with Council Member Smith about the Library possibly leasing space.

Library Planning: Mr. Chase and Ms. Lane discussed the possibility of focusing on a more inclusive space, with police and Parks and Rec included with the Library.

Library Director's Report: Mr. Chase discussed the items in his report.

New Business

Revised Closed Dates 2021 (Action)

Ms. Robb moved to amend the 2021 Closed Dates. Ms. Lane seconded.

Motion passed 6-0.

Review of *Serving Our Public 4.0: Standards for Illinois Public Libraries* (Discussion)

Mr. Chase summarized the application for calendar year 2021. The Board considered items to note in the 2022 application, including the abatement and public space needs.

Board Planning (Discussion)

The Board agreed that a planning session was advisable. There are three new members and their input on upcoming Library goals and projects is essential. Abatement and Library planning are two potential topics. Saturday, January 22 was recommended.

Executive Session: Approval of Executive Session Minutes [Section 2(c)(21)] (Action)

Ms. Davis moved to enter Executive Session to discuss the approval of Executive Session Minutes from September 8, 2021 [Section 2(c)(21)]. Ms. Ripley-Gataric seconded.

The Board entered Executive Session at 6:45 pm.

Entry Roll Call:

Jess Ray – Present

Jd Davis – Present

Katelyn Trunnell – Absent

Erin Ripley-Gataric – Present

Lynda Lane – Present

Beth Robb – Present

Amy Erslund – Present

The Board exited Executive Session at 6:49 pm.

Exit Roll Call:

Jess Ray – Present

Jd Davis – Present

Katelyn Trunnell – Absent

Erin Ripley-Gataric – Present

Lynda Lane – Present

Beth Robb – Present

Amy Erslund – Present

Ms. Davis moved to approve Executive Session Minutes [Section 2(c)(21)]. Ms. Ripley-Gataric seconded.

Jess Ray – Aye

Jd Davis – Aye

Katelyn Trunnell – Absent

Erin Ripley-Gataric – Aye

Lynda Lane – Aye

Beth Robb – Aye

Amy Erslan – Aye

Motion passed 6-0.

Facility Tour (Discussion)

Mr. Chase gave the Board a tour through the section of the Library that will be affected by the asbestos abatement. He discussed the air quality test that was performed throughout this section, as well as other suggestions made by the architects.

Unfinished Business

Abatement Update (Discussion)

Combined with the Facility Tour.

Next meeting agenda

Board Comments and Concerns

Adjournment

Mr. Ray adjourned the meeting at 7:30 pm.

Secretary

Date