

**Minutes of the Board of Trustees  
Normal Public Library  
December 15, 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, December 15, 2021. The meeting convened at 6:02 pm, President Jess Ray, presiding.

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

**Members Absent:** None

**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. Lane moved to approve the minutes of the November 17, 2021 meeting. Ms. Ersland seconded.

Motion carried 6-0, Ms. Trunnell abstaining due to absence.

**Approval of Expenditures:** Ms. Lane moved to approve the expenditures totaling \$96,916.71 from November 7, 2021 to December 8, 2021 and two payrolls for the month of November totaling \$144,451.09. Ms. Ripley-Gataric seconded.

Motion carried 7-0.

**President's Report:** Mr. Ray mentioned the announcement of the Bloomington Public Library grant.

**Public Comment:** None

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

**Foundation:** No new information. Ms. Lane asked if there was a response to the letters and the email blast. Mr. Chase noted that there was a low response from local businesses, and has reached out to local nonprofits for input on corporate giving.

**Library Advocacy:** Ms. Robb spoke with former Town Council Member R.C. McBride, who indicated interest in assisting with Library Advocacy.

**Library Planning:** No new information.

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

**New Business****FY2022 Illinois Public Library Per Capita Grant Application (Action)**

Ms. Lane moved to approve and authorize Mr. Chase to submit the FY2022 Illinois Public Library Per Capita Grant Application. Ms. Ripley-Gataric seconded.

Motion passed 7-0.

**Materials Selection Policy Review (Action)**

Mr. Chase worked with Kari Garman and Jennifer Williams to combine the current DVD and materials policies into a single document. The Library works to grow a selection of diverse materials, with options for as many constituents as possible. Board members asked for clarifications and offered feedback on specific wording.

Ms. Trunnell moved to approve the new Materials Selection Policy as amended by Board suggestion. Ms. Erslund seconded.

Motion passed 7-0.

**Unfinished Business****Abatement Update (Discussion)**

Mr. Chase informed the Board of the current state of the abatement project, and possible solutions for the Library while it is being completed. Bids for the project will tentatively be requested in late January, 2022.

**Board Planning (Discussion)**

The Board Planning meeting was previously tentatively scheduled in January, but Mr. Chase recommended waiting until after the bids are submitted to convene. Project architects and Library Planning Committee members will be invited to attend. The Board agreed to move the meeting to February 26, 2022.

**Next meeting agenda**

Library Director Performance Review Discussion  
Potential Agenda Restructuring (Omnibus Agenda)

**Board Comments and Concerns**

Ms. Ripley-Gataric mentioned a positive comment from a homeschool family; their child is immunocompromised and the Library is one of just a few places they feel safe to go. Different Board members expressed enjoyment over the Library having more patrons and activities. Mr. Chase had a conversation with a long-time patron, who shared how much she appreciated the NPL staff.

**Adjournment**

Mr. Ray adjourned the meeting at 7:14 pm.

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Secretary

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Date