

**Minutes of the Board of Trustees
Normal Public Library
July 27, 2016**

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, July 27, 2016. The meeting convened at 5:05 pm, President Jess Ray presiding, and Sarah Grammer, Secretary.

Members Present: Jess Ray, President, Terry Lindberg, Vice-President, Sarah Grammer, Secretary, Charles Sila, Treasurer, Pam Lewis, Adam Rahn, and Rebecca Rossi.

Library Staff Present: Brian Chase, Library Director, John Fischer, Adult Services and Circulation Manager, Tori Melican, Children's Services Manager, and Jeanne Moonan, Technical Services and AV Manager.

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

Approval of Minutes: Ms. Lewis moved to approve the minutes of the June 29, 2016 meeting. Mr. Rahn seconded. Motion carried 7-0.

Approval of Expenditures: Mr. Sila moved that expenditures of \$48,950.87 and 2 payrolls of \$154,211.68 be paid. Ms. Lewis seconded. Motion carried 7-0.

President's Report:

Mr. Ray and several other board members attended the Town of Normal Mayor's Reception on Thursday, July 21st.

Public Comment:

None.

Library Director's Report:

Mr. Chase gave an overview of his Director's Report from the board packet. NPL will participate in a media event for the Town of Normal on Tuesday, August 2nd, announcing a digital alliance with Microsoft.

Foundation Report:

The Foundation met with consultants from Library Strategies on July 21st to begin Strategic Planning. Several updates are being considered for the Foundation bylaws, including removing elected officials from the board and increasing board size.

New Business:

A. Architectural Services - Selection Process (Action)

Ms. Rossi moved that the three top architectural firms be invited back to make presentations to a joint meeting of the Library Board and Town Council prior to the Library Board's selection. Ms. Lewis seconded. Motion carried 7-0.

B. FY2017-2022 Budget Preparation (Discussion)

The Board discussed lowering the fines on DVD loans.

Unfinished Business:**A. NPL Foundation Appointments (Action)**

Mr. Sila moved to appoint Melissa Bradford Muller to the NPL Foundation Board. Mr. Rahn seconded. Motion carried 7-0.

B. Intergovernmental Agreement with Unit 5 (Action)

This item was tabled until the August 31st board meeting.

C. Owner's Representative (Action)

This item was tabled until the August 31st board meeting.

D. Strategic Planning (Discussion)

A trip to Cedar Rapids to tour the Cedar Rapids Public Library, Iowa City Public Library, and Davenport Public Library's Eastern Avenue Branch with the Town Council has been planned for August 9th. The board worked on identifying key stakeholder groups for the Strategic Planning retreat. A survey will be distributed to the public in the fall.

Suggested Items for Next Agenda: None.

Adjournment: Mr. Ray adjourned the meeting at 7:02 pm.

The next regularly scheduled meeting will be Wednesday, August 31, 2016 at 5:00 pm.

Signed:

Secretary

Normal Public Library

Date of Approval