

**Minutes of the Board of Trustees
Normal Public Library
June 16, 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, June 16, 2021. The meeting convened at 6:00pm, President Jess Ray presiding, and Jd Davis, secretary.

Members Present: Jess Ray, President, Jim Rogal, Vice President, Jd Davis, Secretary, Erin Ripley-Gataric, Katelyn Trunnell, Lynda Lane, Beth Robb.

Ms. Davis left the meeting at 7:24pm, during the Abatement Discussion, at which time Ms. Ripley-Gataric assumed responsibility for taking minutes.

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 corrections or additions

Approval of Minutes: Ms. Lane moved to approve the minutes of the May 26, 2021 meeting. Ms. Ripley-Gataric seconded.

Motion carried 7-0.

Approval of Expenditures: Ms. Robb moved to approve the expenditures totaling \$25,734.54 from May 20, 2021 to June 9, 2021 and two payrolls for the month of May totaling \$139,240.55. Ms. Ripley-Gataric seconded.

Motion carried 7-0.

President's Report: Mr. Ray thanked the staff of NPL, the Trustees, and the patrons for their continued support. He reminded the Board that the ILA conference is October 12-14, and to let Mr. Chase know if interested in attending. McLean County History Museum History Makers Gala is available to view, which features Barbara Stuart being awarded. Barbara was a former President of both the NPL Board of Trustees and the Friends of Normal Public Library.

Public Comment: None

Library Director's Report:

Mr. Chase acknowledged Ms. Williams and Mr. Fischer for their assistance in making virtual Board meetings run smoothly. He then discussed the items in his report. He noted specifically that, for the Nonresident Card Fee action item, no patrons needed to take advantage of this program over the last year.

Foundation Report:

Ms. Lane attended the Destihl book sale, and stated that it was well-presented and visually appealing. Mr. Chase noted there was a positive turnout and had good sales, with a Foundation Board member matching all sales for the day. Mr. Chase met with Ms. Ripley-Gataric to discuss her new Foundation role. Mr. Chase reminded the Board that Mr. McReynolds, NPL Foundation Development Director, is leaving at the end of June, and the responsibilities will be divided among other staff for the summer. Recruitment will start for a replacement later in the summer.

Library Advocacy Report:

No report at this time.

New Business**Nonresident Card Fee (Action)**

Ms. Trunnell moved to participate in the Nonresident Card Fee program, and that the cost be set at \$179.71, per the general mathematical formula. Ms. Lane seconded.

The motion passed 7-0.

Abatement Project (Discussion)

Mr. Chase provided the Board with the letter of estimates from StudioGC Architects, as well as a breakdown of objectives, options, and considerations for the Board. The numbers include demo, abatement, and construction. He noted that the numbers do not include moving the Library operations to another location, as all options involve the staff tentatively not being able to occupy the East section of the facility. He discussed these items and asked for feedback from the Board. The project could encompass 20,000 square foot of ceiling.

Mr. Ray asked whether there was enough funding for the project without having to dip too far into negative numbers. The money in the Special Reserve fund will go far to cover the costs of most of the options, but may deplete it when the cost for moving operations is included. Mr. Ray also gave a history of the repairs done on the current building, and the Board and Library's push for a new building. Ms. Ripley-Gataric asked about the Town perspective; Mr. Chase had a discussion with Town officials, and the funding for a new facility is still several years into the future. Ms. Lane asked about resale value if a full abatement is not completed; Mr. Chase noted that it is a liability, but not a complete hindrance based on the buyer's intentions. The group discussed possible options for moving operations, and timeframes for the various projects. Board discussion indicated a desire for Mr. Chase to move forward in developing bid documents for a full ceiling abatement in the east half of the facility.

Unfinished Business**Covid-19 Update**

Mr. Chase informed the Board that in-person programming has been tentatively planned for this fall.

Next meeting agenda No items suggested.

Adjournment

Mr. Ray adjourned the meeting at 7:45 pm.

Secretary

Date