

**Minutes of the Board of Trustees  
Normal Public Library  
September 8, 2021**

**Call to order:** A special 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, September 8, 2021. The meeting convened at 6:06 pm, Secretary Jd Davis, presiding.

**Members Present:** Jd Davis, Secretary, Erin Ripley-Gataric, Katelyn Trunnell, Lynda Lane, Beth Robb

**Members Absent:** Jess Ray, 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 July 21, 2021 meeting. Ms. Lane seconded.

Motion carried 5-0.

**Approval of Expenditures:** Ms. Trunnell moved to approve the expenditures totaling \$65,615.14 from July 15 to August 31, 2021 and four payrolls for the months of July and August totaling \$285,303.84. Ms. Ripley-Gataric seconded.

Motion carried 5-0.

**President's Report:** Ms. Davis thanked the staff of NPL, the Trustees, and the patrons for their continued support.

**Public Comment:** None

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

Foundation: Meeting next week.

Library Advocacy: Meeting September 22.

Library Planning: The group met with Town Council members in July. Mr. Chase provided the Council members with the history of Library requests and site planning that was completed previously. The Library continues the request to be part of future Town planning, with the goal of building the right Library for this community.

**Library Director's Report:**

Mr. Chase thanked the Board for being flexible with scheduled meeting times during August, September, and October. He then discussed the items in his Report. He noted that he was asked to be part of the Town's new Open Data iTeam.

**New Business****Election of Vice President (Action)**

Ms. Davis nominated Ms. Trunnell for Vice President. Ms. Robb seconded.  
The motion passed 5-0.

**Appointment to Library Planning Committee (Action)**

Ms. Lane nominated herself for the Library Planning Committee. Ms. Robb seconded.  
The motion passed 5-0.

**FY2022-FY2027 Budget (Action)**

Mr. Chase discussed the budget information placed in the Board packet. This is a five-year projection. The Library has a strong staff and solid collection budgets, which are major reasons for success.

Ms. Robb moved to approve the budget as submitted. Ms. Trunnell seconded.

The motion passed 5-0.

**Executive Session: Six-Month Review/Approval of Executive Session Minutes [5 ILCS 120/2(c)(21)] (Action)  
Executive Session: Selection to Fill Vacancy on NPL Board of Trustees [5 ILCS 120/2(c)(3)]**

Ms. Davis moved to enter Executive Session to discuss the six month review/approval of Executive Session minutes [5 ILCS 120/2(c)(21)] and the selection to fill the vacancy on the NPL Board of Trustees [5 ILCS 120/2(c)(3)]. Ms. Ripley-Gataric seconded.

Roll call:

Jess Ray - Absent

Katelyn Trunnell - Present

Jd Davis - Present

Erin Ripley-Gataric - Present

Beth Robb - Present

Lynda Lane - Present

NPL Staff Present: Brian Chase

The Board exited Executive Session and returned to the special meeting at 7:50 pm.

**Six-Month Review/Approval of Executive Session Minutes (Action)**

Ms. Davis moved to not release any Executive Session minutes from the previous six months. Ms. Ripley-Gataric seconded.

Motion passed 5-0.

**Appointment to NPL Board of Trustees (Action)**

Ms. Trunnell moved to nominate Ms. Amy Erslund to fill the vacancy on the NPL Board of Trustees. Ms. Lane seconded.

Motion passed 5-0.

**Unfinished Business**

**Abatement Update (Discussion)**

Work continues on preparation of bid documents for the abatement project.

**Next meeting agenda**

Introduction of new Board member

Covid Update

**Adjournment**

Ms. Davis adjourned the meeting at 7:59 pm.

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Secretary

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Date