



MINUTES
LIBRARY BOARD OF TRUSTEES - REGULAR SESSION
TUESDAY, NOVEMBER 21, 2023, 5:30 PM

The Library Board of Trustees convened in regular session at 5:30 PM, November 21, 2023. President Julian Westerhout called the meeting to order.

Roll Call

Attendee Name	Title	Status
Catrina Parker	Trustee	Present
Matthew Watchinski	Trustee	Present
Alicia Whitworth	Trustee	Present
Dianne Hollister	Trustee	Present
Van Miller	Trustee	Present (arrived at 5:34 PM)
Alicia Henry	Trustee	Present
Julian Westerhout	President	Present
John Argenziano	Trustee	Absent
Susan Mohr	Vice President	Absent

Staff Present: Nan Goerlitz, Jeanne Hamilton, Kathy Jeakins

Recognition of and Moment of Silence for Caprice Prochnow, Operations Manager

President Westerhout paid tribute to Caprice, who spent more than 20 years on staff at the Bloomington Public Library, and who passed away unexpectedly on October 20, 2023. It is hard to imagine this Library and this expansion without her sense of humor and no-nonsense attitude. She is definitely missed. Trustee Hollister shared her memories of Caprice being a guide to patrons during the various stages of COVID pickup lines and construction, and always with a smile.

Introduction of Public

There were no members of the public present.

Public Comment

There were no public comments.

Reports

The following item was presented:

Item 6A. President's Report

President Westerhout indicated that he and Director Hamilton attended the City Council meeting the night prior to this meeting. The result at that meeting was the library's estimated levy

passed 6 to 3. The next step is a final vote on December 11, 2023. He offered kudos to the director and staff for getting through a very difficult time.

The following item was presented:

Item 6B. Director's Report

Director Hamilton indicated that staff are doing okay. The Library brought in a grief counselor shortly after Caprice's passing. The job opening was recently posted, and applications are coming in, including some internal candidates. In the meantime, multiple staff are stepping up to help where they can.

She also shared that it has been a little over a month since staff moved to the newly renovated side of the building, and it's been very exciting, and patrons have been very positive. The east side of the building is still a construction zone, and staff and patrons alike are staying positive about adjustments and temporary issues. Construction continues on the parking structure.

The Conference Room will work for Board meetings going forward, but if more room is needed, the meeting can be moved to the Community Room.

Director Hamilton mentioned that the levy discussion will be covered by an agenda item at this meeting, but the changes that she and President Westerhout worked out were in the spirit of the Board's direction from the October meeting.

The following item was presented:

Item 6C. Fiscal Report Presentation

Kathy Jeakins indicated that the reports were in the packet. The Library has received almost all of the tax distribution for the fiscal year, with a small distribution coming in the next week or so. She mentioned that the Library has received some memorial donations in Caprice's name.

Consent Agenda

Items listed on the Consent Agenda are approved with one motion; Items pulled from the Consent Agenda for discussion are listed and voted on separately.

Item 7A. Approve Minutes of October 17, 2023: Regular Bloomington Public Library Board meeting

Item 7B. Approve Bills in the Amount of \$3,446,285.98

Trustee Hollister made a motion, seconded by Trustee Parker, to approve the consent agenda as presented.

Motion carried (viva voce), 7-0.

Approval Items

The following item was presented:

Item 8A. Address Personal Property Replacement Tax Issue

It was recently discovered that the formula for calculating the Library's portion of the Personal Property Replacement Tax has been incorrect. The City would like to correct this oversight going forward. Discussion followed among the Trustees, and it was agreed to table any decisions on this matter until the December meeting.

The following item was presented:

Item 8B. Approve Revised FY25 Maintenance and Operating Budget

Trustee Miller made a motion, seconded by Trustee Parker, to approve the item as presented

AYES: Trustee Westerhout; Trustee Henry; Trustee Hollister; Trustee Miller; Trustee Parker; Trustee Watchinski; Trustee Whitworth

Motion carried, 7-0.

Discussion Items

The following item was presented:

Item 9A. Discussion of Per Capita Grant Requirements

Director Hamilton reviewed a portion of Serving Our Public 4.0: Standards for Illinois Public Libraries.

Comments by Trustees

Trustee Henry commented that she was amazed at the reports from the departments on all that staff has accomplished. Trustee Whitworth echoed her sentiments, adding that she and her children are amazed at how helpful and cheerful the staff is, even when they have very little information from which to search. Trustee Hollister agreed that the staff are wonderful and the newly renovated space is more beautiful than she imagined. Trustee Henry added that the staff are on top of everything, even when she dropped her library card during a visit, and staff called to let her know they had found it.

Trustee Parker mentioned she was especially excited about the programs happening in December, and she wishes her children were little again so they could participate in the stuffed animal sleepover.

Director Hamilton shared that Trustee Parker sends out an email as part of her regular job responsibilities, and one of the Bloomington Public Library staff members won a trivia contest, so the Library was promoted in the email to non-profit organizations.

Trustee Henry asked if the Library had a target date for construction completion. Director Hamilton indicated that the Library had to extend the builder's risk insurance, and the date for that is March 31, 2024, so the hope is that construction is wrapped up before then.

Trustee Hollister asked if a step stool could be put in the Book Shoppe so she could reach the top shelves. Trustee Hollister also mentioned that Resource Sharing Alliance is leaving the umbrella of RAILS. She also shared that she got her picture taken with Secretary of State Alexi Giannoulis at the ILA Conference, and she took the opportunity to ask him to

start the Secretary of State Scholarship for library employees seeking a Masters' in Library Science again. Trustee Hollister conveyed that while attending the ILA Conference, staff from Engberg Anderson and Hallett Movers both extended condolences on the loss of Caprice Prochnow.

Adjournment

Trustee Whitworth made a motion, seconded by Trustee Miller, to adjourn the meeting.

Motion carried (viva voce), 7-0.

The Meeting Adjourned at 6:40 PM.