

BLOOMINGTON PUBLIC LIBRARY  
BOARD OF TRUSTEES MEETING  
Tuesday, April 20, 2021  
5:30 p.m.

In compliance with the COVID-19 executive orders, the Bloomington Public Library's meeting took place virtually, via ZOOM as well as in the William C. Wetzel Reading Room at the Bloomington Public Library.

William Wetzel Reading Room  
205 E. Olive Street, Bloomington, IL 61701

Minutes

- I. Call to Order  
President Westerhout called the meeting to order at 5:30 p.m.
- II. Roll Call  
Trustees Present via Zoom: John Argenziano (arrived at 5:31 p.m.), Alicia Henry (arrived at 5:35 p.m.), Van Miller, Susan Mohr (arrived at 5:31 p.m.), Matt Watchinski, Alicia Whitworth, Julian Westerhout  
  
Trustees Physically Present: Dianne Hollister, Catrina Parker  
  
Trustees Absent: None  
  
Others Present via Zoom: Kathy Jeakins  
  
Others Physically Present: Jeanne Hamilton, Caprice Prochnow
- III. Introduction of Public  
There were no public present.
- IV. Public Comment  
There were no public comments.
- V. President's Report  
President Westerhout reported that the new Mayor-Elect is in support of the library and the library project. He went on to say that he has plans to meet with the new Council members to apprise them of the project.  
Julian has heard that folks in the community are appreciative of the services that are being re-offered or offered more of, here at the library. He went on to say that one person said that the bookmobile makes her life.  
Julian reminded the Trustees about submitting their Statement of Economic Interest.
- VI. Director's Report  
Jeanne Hamilton shared that she has submitted the Per Capita Grant applications for both the Bloomington Public Library Board and the Golden Prairie Public Library District Board.

Jeanne shared that progress is being made on the new website design and the “go live” date is still scheduled for mid-May.

Jeanne shared that WGLT did an article about the Fold3 database, and they did a great job. She went on to say that a press release was sent to them, which was suggested by the Foundation Board, since they fund that resource.

VII. Fiscal Report Presentation

Kathy Jeakins, Business Manager, reported that through the end of March, the budget should be at almost 92%. She went on to say that revenues are higher than normal and the expenditures are underspent, which makes sense, considering the year that we have had. Kathy shared that the Book Shoppe collected over \$3,000 in March, which may be the highest amount that we have collected, since it started. She entertained questions.

VIII. Consent Agenda

- A. Approve Minutes of March 16, 2021 Regular BPL Board Meeting
- B. Approve Bills List of March 2021

MATT WATCHINSKI MOVED, VAN MILLER SECONDED, TO APPROVE THE CONSENT AGENDA.

Ayes: John Argenziano, Alicia Henry, Dianne Hollister, Van Miller, Susan Mohr, Catrina Parker, Matt Watchinski, Alicia Whitworth, Julian Westerhout

Nayes: None

Absent: None

The motion carried unanimously.

IX. Executive Session – Performance and Compensation of a Specific Employee (5 ILCS 120/2(c)(1))

SUSAN MOHR MOVED, DIANNE HOLLISTER SECONDED, TO GO INTO EXECUTIVE SESSION TO DISCUSS PERFORMANCE AND COMPENSATION OF A SPECIFIC EMPLOYEE.

Ayes: John Argenziano, Alicia Henry, Dianne Hollister, Van Miller, Susan Mohr, Catrina Parker, Matt Watchinski, Alicia Whitworth, Julian Westerhout

Nayes: None

Absent: None

The motion carried unanimously.

The Board went into Executive Session at 5:39 p.m.

SUSAN MOHR MOVED, JOHN ARGENZIANO SECONDED, TO GO BACK INTO REGULAR SESSION.

Ayes: John Argenziano, Alicia Henry, Dianne Hollister, Van Miller, Susan Mohr, Catrina Parker, Matt Watchinski, Alicia Whitworth, Julian Westerhout

Nayes: None

Absent: None

The motion carried unanimously.

President Westerhout stated that no action was taken during Executive Session.

## X. Approval Items

### A. Approve Director Merit Increase for FY22

Julian Westerhout stated that the Budget & Personnel Committee as well as the whole Board have gone over the reviews submitted by both Trustees and Managers. He went on to say that he is pleased to report that the evaluations are pretty darn good. Along with this, both the Board and Managers have the sense that Jeanne is doing a pretty darn good job and feel very fortunate to have her leadership and professionalism. Julian stated that Jeanne does a lot for the community and it is very much appreciated.

VAN MILLER MOVED, CATRINA PARKER SECONDED, TO APPROVE DIRECTOR MERIT- BASED PAY INCREASE OF 6% FOR FY22.

Ayes: John Argenziano, Alicia Henry, Dianne Hollister, Van Miller, Susan Mohr, Catrina Parker, Matt Watchinski, Alicia Whitworth, Julian Westerhout

Nayes: None

Absent: None

The motion carried unanimously.

Julian congratulated Jeanne on a great job and on her upcoming ILA Presidency. He went on to say that he is looking forward to the next year or next several years of continued productivity and growth in the library.

Jeanne thanked the Trustees for being such a supportive Board as it has been a hard year, but working with the Trustees, has made the challenging year less so.

### B. Approve FY22 Slate of Officers

Matt Watchinski, Nominating Committee Chair, proposed the Slate of Officers for approval as:

Julian Westerhout – President, Susan Mohr – Vice President, Catrina Parker – Treasurer, Dianne Hollister - Secretary

VAN MILLER MOVED, JOHN ARGENZIANO SECONDED, TO APPROVE THE FY22 SLATE OF OFFICERS.

Ayes: John Argenziano, Alicia Henry, Dianne Hollister, Van Miller, Susan Mohr, Catrina Parker, Matt Watchinski, Alicia Whitworth, Julian Westerhout

Nayes: None

Absent: None

The motion carried unanimously.

- C. Approve Closing the Library on September 28, 2021 for Staff Development Day  
Jeanne shared that last year, Staff Development Day was cancelled due to COVID restrictions. She went on to say that it can be held safely this year, although it may look a little different from previous years.

SUSAN MOHR MOVED, DIANNE HOLLISTER SECONDED, TO APPROVE CLOSING THE LIBRARY ON SEPTEMBER 28, 2021, FOR STAFF DEVELOPMENT DAY.

Ayes: John Argenziano, Alicia Henry, Dianne Hollister, Van Miller, Susan Mohr, Catrina Parker, Matt Watchinski, Alicia Whitworth, Julian Westerhout

Nayes: None

Absent: None

The motion carried unanimously.

- D. Approve Purchase of Geotechnical Services from Ramsey Geotechnical Engineering  
Jeanne stated that this is part of the building program, and it is incorporated in the \$20M budget for the project. She went on to say that the architects recommended accepting the quote submitted by local company, Ramsey Geotechnical, as they submitted an acceptable, complete proposal. Jeanne entertained questions.

JOHN ARGENZIANO MOVED, SUSAN MOHR SECONDED, TO APPROVE PURCHASE OF GEOTECHNICAL SERVICES FROM RAMSEY GEOTECHNICAL ENGINEERING.

Ayes: John Argenziano, Alicia Henry, Dianne Hollister, Van Miller, Susan Mohr, Catrina Parker, Matt Watchinski, Alicia Whitworth, Julian Westerhout

Nayes: None

Absent: None

The motion carried unanimously.

- E. Waive the Competitive Bid Process and Approve a 5-year Renewal of the Agreement with Innovative Interfaces Incorporated for the Library's Integrated Library System (Catalog) Subscription License

Jeanne stated that this is the online catalog system database for the library. She stated that it is quite a process to switch, and the last time that the pricing was checked, Innovative was very competitive. Jeanne went on to say that she had asked for a five-year agreement, which would get us through the building project. Jeanne shared that they were able to give us a very favorable rate of a 1.5% increase each

year, and the current rate is a 2.5% increase each year. She went on to say that this approval would be for the full 5 years, and thus the Board wouldn't be approving it each year.

She entertained questions.

VAN MILLER MOVED, DIANNE HOLLISTER SECONDED, TO WAIVE THE COMPETITIVE BID REQUIREMENT AND THE LIBRARY DIRECTOR AUTHORIZE PAYMENT FOR THE RENEWAL OF THE SUBSCRIPTION LICENSE FOR THE INTEGRATED LIBRARY SYSTEM (ILS) TO INNOVATIVE INTERFACES, INC. IN THE AMOUNT OF \$69,295.07 FOR YEAR ONE, WITH A 1.5% INCREASE EACH YEAR THROUGH YEAR 5.

Ayes: John Argenziano, Alicia Henry, Dianne Hollister, Van Miller, Susan Mohr, Catrina Parker, Matt Watchinski, Alicia Whitworth, Julian Westerhout

Nayes: None

Absent: None

The motion carried unanimously.

F. Waive the Three Quote Requirement and Approve a 3-year Renewal of the CollectionHQ Service from Bridgeall Libraries

Jeanne shared that this software works with our catalog to help the Collection Development staff to analyze the collection as to items that are high frequency checkouts, items that haven't checked out within a time frame, etc.. Jeanne stated that with the impending expansion project, they didn't want to put staff through the switching of software during this time. She went on to say that the Collection Development staff have been told that over the next 3 years, she wants them to be researching other products to have a stronger comparison at the end of this contract period. Jeanne shared that Polaris will also be considered as a homegrown model, which they will be researching as well.

She entertained questions. The Board shared that they want staff to strongly consider developing a homegrown model.

SUSAN MOHR MOVED, ALICIA WHITWORTH SECONDED, TO WAIVE THE THREE QUOTE REQUIREMENT AND THE LIBRARY DIRECTOR AUTHORIZE PAYMENT FOR COLLECTIONHQ SERVICE TO BRIDGEALL LIBRARIES LIMITED IN THE AMOUNT OF \$15,500, ANNUALLY, FOR A THREE-YEAR CONTRACT PERIOD FROM SEPTEMBER 27, 2021 – SEPTEMBER 24, 2024.

Ayes: John Argenziano, Alicia Henry, Dianne Hollister, Van Miller, Susan Mohr, Catrina Parker, Matt Watchinski, Alicia Whitworth, Julian Westerhout

Nayes: None

Absent: None

The motion carried unanimously.

XI. Discussion Items

A. Library Expansion and Fundraising

Jeanne stated that she and Caprice Prochnow have been working a lot with the architects, as well as having mini sessions with the other managers. She shared that the architects have even been depicting furniture in some of the spaces for better visualization.

Jeanne shared that they are in the process of setting up a subscription with Bloomerang, which is a fund-raising software. Along with this, there will be a better credit card donation platform put in place.

Jeanne stated that she just finished a grant application (that was about 320 pages), through the State Library, and it is a longshot as it does depend on State funding. Also, in the grant process, they prioritize different income levels throughout the State, and this library ranks about 400 out of 600 libraries in the State. Jeanne shared that if the grant application is accepted, we would be eligible for \$6M.

XII. Comments from Trustees

Susan Mohr asked as to whether the book summary and catalog information is not available on the MyLibrary! mobile app or is it user error. Jeanne will check on this and get back to her. Susan shared that her son loves Hoopla, and she is very appreciative of the Hoopla checkouts for the month. She is very interested to see how the new adult playaways circulate as she recently checked one out for her Book Club.

Alicia Whitworth shared her appreciation for the work that staff does to ensure that the library has books in numerous formats that are new and also really timely pertaining to relevance in our current society. She also shared that she loves the feature on her library account that shows her how much money she has saved by using the library. Alicia stated that her kids love the library!

Julian Westerhout is very pleased with the Facebook page, and the wide selection of books available for Ramadan. He shared that he thinks library staff do an excellent job of reaching out for items on all of the holidays.

Dianne Hollister gave a shout out to Katie Gandhi for going an extra mile for her as she had missed the Lizzie Borden program, and Katie made it available for her. Dianne stated that she is always able to find the books that she needs here at the library.

XIII. Adjournment

DIANNE HOLLISTER MOVED, VAN MILLER SECONDED, TO ADJOURN THE MEETING.

Ayes: John Argenziano, Alicia Henry, Dianne Hollister, Van Miller, Susan Mohr, Catrina Parker, Matt Watchinski, Alicia Whitworth, Julian Westerhout

Nayes: None

Absent: None

The motion carried unanimously.

President Westerhout adjourned the meeting at 6:49 p.m.