

BLOOMINGTON PUBLIC LIBRARY  
BOARD OF TRUSTEES MEETING

Tuesday, October 18, 2022  
5:30 p.m.

Osborn Room  
Bloomington Police Department  
305 S East St., 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: John Argenziano, Alicia Henry, Catrina Parker, Matt Watchinski, Alicia Whitworth, Julian Westerhout  
  
Trustees Absent: Dianne Hollister, Van Miller, Susan Mohr  
  
Others Present: Jeanne Hamilton, Kathy Jeakins, Caprice Prochnow
- III. Introduction of Public  
Kevin Woodard from Cities 92.9 introduced himself.
- IV. Public Comment  
There were no public comments.
- V. President's Report  
President Westerhout urged the Trustees to take a peek at the progress of construction at the library. He went on to say that the upper level, even pared down, is inviting as it can be given the constrained space.  
President Westerhout shared that even with the construction, library staff are doing a number of programs and attending community events outside of the library.
- VI. Director's Report  
Jeanne Hamilton reported that National Library Card Sign Up was in September and the partnership with Connect Transit was very successful. She went on to say that Connect Transit shared that there were 19,970 free library card riders (both from BPL and NPL). Jeanne shared that 919 cards were added in September, which was double the previous two months.

VII. Fiscal Report Presentation

Kathy Jeakins, Business Manager, reported that the budget should be at 41.7% through the end of September. She went on to say that a Property Tax Distribution was received in September, and one more will be received in late November or early December.

VIII. Consent Agenda

A. Approve Minutes of September 20, 2022 Regular BPL Board Meeting

B. Approve Bills List of September 2022

ALICIA WHITWORTH MOVED, CATRINA PARKER SECONDED, TO APPROVE THE CONSENT AGENDA. THE MOTION CARRIED UNANIMOUSLY.

IX. Approval Items

A. Resolution Authorizing the Bloomington Public Library Director to Accept Donations on Behalf of the Bloomington Public Library

Jeanne shared that this resolution states that there is a policy in place that allows the Director to accept donations on behalf of the library. She went on to say that the bank that is handling a bequest asked that a formal corporate resolution be drawn up and the Board minutes reflect Board approval.

President Westerhout read the resolution aloud to those present.

MATT WATCHINSKI MOVED, ALICIA WHITWORTH SECONDED, TO APPROVE A RESOLUTION AUTHORIZING THE BLOOMINGTON PUBLIC LIBRARY DIRECTOR TO ACCEPT DONATIONS ON BEHALF OF THE BLOOMINGTON PUBLIC LIBRARY.

Ayes: John Argenziano, Alicia Henry, Catrina Parker, Matt Watchinski, Alicia Whitworth, Julian Westerhout

Nays: None

Absent: Dianne Hollister, Van Miller, Susan Mohr

B. Approve FY24 Maintenance & Operating Budget

Catrina Parker, Budget & Personnel Committee Chair, shared that the committee met and reviewed both budgets and asked for clarification as needed.

Jeanne shared that included with the budgets was information on what she plans to propose to City Council for the tax levy. Including, proposing the operating tax rate remain the same and capturing new growth. The new growth in the community is helpful to us with inflation, passing of the Union contract with wage increases, as well as increased building size. Jeanne stated that the expansion tax rate will go up a little bit from last year. Last year, at the time the levy was passed, it was not known what the bond interest rate would be at the time of the bond purchase.

Jeanne stated that this budget was fairly difficult to work with as there were so many unknowns. She went on to say that prices are fluctuating and about halfway through the budget, the expansion will be complete. It is hard to determine what operating costs for the larger building will be at this time. Jeanne shared that there will be some cost savings with energy efficiency in the building. She went on to say that they were as thoughtful about this as possible and to be as fiscally conservative as possible.

She entertained questions.

THE BUDGET & PERSONNEL COMMITTEE MOVED FOR APPROVAL OF FY24 MAINTENANCE & OPERATING BUDGET.

Ayes: John Argenziano, Alicia Henry, Catrina Parker, Matt Watchinski, Alicia Whitworth, Julian Westerhout

Nays: None

Absent: Dianne Hollister, Van Miller, Susan Mohr

The motion carried unanimously.

C. Approve FY24 Fixed Asset Budget

Jeanne shared that this budget was a little easier as there are no plans for fixed asset replacements. She went on to say that all that is relevant is the anticipated interest from investments as revenue. Jeanne stated a balanced budget is proposed as the interest revenues will go into the fund balance.

She entertained questions.

THE BUDGET & PERSONNEL COMMITTEE MOVED FOR APPROVAL OF FY24 FIXED ASSET BUDGET.

Ayes: John Argenziano, Alicia Henry, Catrina Parker, Matt Watchinski, Alicia Whitworth, Julian Westerhout

Nays: None

Absent: Dianne Hollister, Van Miller, Susan Mohr

The motion carried unanimously.

X. Discussion Items

A. Discussion of Per Capita Grant Requirements

Jeanne shared that the Per Capita Grant requires that the review of the entire Serving Our Public 4.0: Standards for Illinois Public Libraries is to be done. She went on to say that she breaks this out into smaller portions over the course of several Board meetings. Jeanne shared that each chapter has a checklist, which she pulls out and places at the beginning of the chapter. She went on to say that we are doing well in meeting these standards. Jeanne reviewed certain items in each chapter that were of note.

B. Equity, Diversity, and Inclusion Statement

Jeanne shared that she took the conversation that we had from the last Board meeting and drafted an EDI statement that hopefully incorporates the direction that was given. The focus is on the things that we are doing and are trying to make the library a more equitable and inclusive space and highlighting those things. Jeanne stated that there is a plan to update the website page with the EDI statement.

There was some discussion on this.

C. Solar Panels

Jeanne shared that there has been some discussion about looking into solar panels. She went on to say that she and Caprice Prochnow have been talking to the architects and engineers (on the construction project) and there was not much enthusiasm for the idea.

Jeanne shared that she reached out to Larissa at the Ecology Action Center, who is an expert on solar panels. It was shared that there is currently a program called Illinois Solar for All, and it is very possible that we could have solar panels fully funded. She went on to say that Larissa connected her with a company that is on the authorized list of vendors. The company will help the library through the application process. Jeanne stated that the next application cycle is in June and the company that she spoke with will be getting more information to her. The main thing that the company wants is for us to sign an agreement stating that we are committed to moving forward if everything works out. We do have the option of backing out if things are not agreeable.

Jeanne stated that both Ecology Action Center and the solar company shared that they have not run into the need for a structural engineering study. The architects and engineers are saying that the study is needed, which would incur a cost of about \$4,500. There was some discussion on this, and the Trustees would prefer an engineering study of the roof structure for the addition of the panels so there were not any regrets in the future. The Trustees would be interested in the estimated return of investment before making final decisions on the project.

D. Library Expansion and Fundraising

Jeanne stated that the library web designer is working to get pictures of construction progress on the website. She went on to say that progress is being made in the building. The demo is all done and some rooms are framed up.

Jeanne stated that she submitted the first quarterly report to the State Library.

Jeanne shared that she and some staff went to Engberg Anderson's office last week to view some chair and table samples for the public area. She went on to say that furniture selections will be finalized over the next couple of months and bid packages will go out early next year.

XI. Comments from Trustees

Alicia Whitworth shared that she remains thankful for the extreme diversity of books offered while 100,000 of books and items are boxed up and unavailable.

XII. Adjournment

ALICIA WHITWORTH MOVED, MATT WATCHINSKI SECONDED, TO ADJOURN THE MEETING.

President Westerhout adjourned the meeting at 6:13 p.m.