

BLOOMINGTON PUBLIC LIBRARY  
BOARD OF TRUSTEES MEETING

Tuesday, February 16, 2021

5:30 p.m.

In compliance with the COVID-19 executive orders, the Bloomington Public Library's meeting took place via ZOOM, as well as in the William C. Wetzel 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, Dianne Hollister, Van Miller, Susan Mohr, Catrina Parker (arrived at 5:32 p.m.), Matt Watchinski, Alicia Whitworth (arrived at 5:32 p.m.), Julian Westerhout  
  
Trustees Absent: Alicia Henry  
  
Others Present via Zoom: Kathy Jeakins  
  
Others Present in Person: Jeanne Hamilton, Caprice Prochnow
- III. Introduction of Public  
There were no public in attendance.
- IV. Public Comment  
There were no public comments.
- V. President's Report  
President Westerhout reported that he keeps hearing good things about the library's curbside service.
- VI. Director's Report  
Jeanne Hamilton reported that reopening continues to go smoothly. She shared that she has been asking for earlier inclusion for vaccines for library staff, since library workers are not included in the current schedules. Jeanne shared that the 3P's Committee met to review the Personnel handbook, and that a few more changes will be made to the handbook. She went on to say that the Managers will be reviewing, then to the Union for approval, after this, it will come to the full Board for approval. Jeanne stated that she, Rhonda, and Jon have been working with the folks at Library Market to roll out the new website.

VII. Fiscal Report Presentation

Kathy Jeakins, Business Manager, reported that the budget should be at 75% through the end of January. Revenues are at 97% and Expenditures are still underspent at 67%. She shared that the third quarter Donation report was included and apologized for not including the second quarter report in November. She entertained questions.

VIII. Consent Agenda

- A. Approve Minutes of January 19, 2021 Regular BPL Board Meeting
- B. Approve Bills List of January 2021

JOHN ARGENZIANO MOVED, MATT WATCHINSKI SECONDED, TO APPROVE THE CONSENT AGENDA.

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

Nayes: None

Absent: Alicia Henry

The motion carried unanimously.

IX. Approval Items

- A. Approve FY21 and FY22 Budget Amendments

Jeanne Hamilton shared that the City practice is to include all of the architectural costs in the year that the contract is signed, FY21 in this case. Expenses will actually be paid from 2021-2023. This was not realized when the budgets for FY21 and FY22 were created. She entertained questions.

MATT WATCHINSKI MOVED, SUSAN MOHR SECONDED, TO APPROVE FY21 AND FY22 AMENDMENTS.

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

Nayes: None

Absent: Alicia Henry

The motion carried unanimously.

X. Discussion Items

- A. Per Capita Grant Requirements

Jeanne Hamilton stated that this is the last chunk of Serving Our Public, and that she answered these questions with pre-COVID procedures in mind. She reviewed some of the areas that needed to be worked on. She entertained questions and there was some discussion.

- B. Discuss Process for the Library Director's Annual Performance Review

Jeanne Hamilton shared that she had sent the review form and process outline to Catrina Parker, Budget & Personnel Committee Chair. Along with this, Jeanne will be sending an update of her goals to Catrina, and after this Catrina can send the review form to the Trustees to complete by March 19. This would give Catrina time to review the submissions and the Committee can then meet on April 6 at 5:30 p.m. and the full Board would discuss on April 20.

C. Library Expansion and Fundraising

Jeanne Hamilton shared that a survey form has been created and will be sent to each of the Trustees to share potential donor information. She went on to say, that if they feel more comfortable, they can just send the info in an email.

Jeanne shared that there will likely be a small group conversation with a donor and library stories will be shared with them and what the library expansion will provide. If a Trustee feels like a donor would feel more comfortable with the Trustee included in this conversation, that will be welcome as well.

It was suggested that at some point, a list will need to be compiled with the potential donors and who will be contacted, and let the leads know that this will happen.

There was much discussion.

Jeanne shared that there now is a signed contract with the architects, and there has been work with them on refinements to the building program that outlines how many square feet should be in each area. She went on to say that the management team is getting into great detail, and it is becoming very real now.

XI. Comments from Trustees

Dianne Hollister thanked Alex Bell, Children's Librarian and the library, for allowing her to attend the Janice Harrington Author presentation last Saturday. Dianne shared that she appreciates being able to use the Board Room to host a RAILS EDI Zoom meeting on Thursday. She went on to say that she loves her "Libraries are for Everyone" magnet that was created by the BPL EDI Committee and graphic designer.

Alicia Whitworth was very appreciative of Saturday's author presentation. Her daughter was thrilled with the program.

XII. Adjournment

SUSAN MOHR MOVED, DIANNE HOLLISTER SECONDED, TO ADJOURN THE MEETING.

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

Nayes: None

Absent: Alicia Henry

The motion carried unanimously.

President Westerhout adjourned the meeting at 6:18 p.m.