

# MAHOMET PUBLIC LIBRARY DISTRICT BOARD OF TRUSTEES

## REGULAR MONTHLY MEETING JANUARY 11, 2021 6:15PM VIA ZOOM

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**Members Present:** Jeanne Campion, Kevin Kelsey, Chris Moore, Brian Paragi, Rebekah Rhode

**Not Present:** Carrie Heimann, Kristen Streeter; **Also present:** John Howard, Kate Smith, Maura Stutzman

Chris Moore opened the meeting with the following statement:

“For the record, the Mahomet Public Library District is able to conduct this electronic meeting because of Governor Pritzker’s Executive Orders #2020-07 (March 16th, 2020) and #2020-08 (April 1st, 2020). These orders suspend the Open Meetings Act provision relating to in-person attendance by members of a public body. Specifically, they suspend the requirement that members of a public body must be physically present and they also suspend the limitations on when remote participation is allowed.

- An in-person meeting is not prudent due to the COVID 19 disaster.
- All members and guests must be able to hear all discussion to satisfy the Open Meeting portions.
- One member is physically present at the library (Mr. John Howard).
- All votes will be roll call.
- This meeting will be recorded.
- A quorum is still required.
- Trustees will refrain from using the chat feature in order to comply fully with the Open Meetings Act.”

### Approval of the Minutes for December 14 2020

Rebekah Rhode moved to approve the minutes from December 14, 2020. Brian Paragi seconded. Roll call vote; all trustees voted in favor of the motion.

### Treasurer's Report

Jeanne Campion moved to approve the financial report for December 2020. Kevin Kelsey seconded. Roll call vote; all trustees voted in favor of the motion.

Jeanne moved to approve the check register for December 2020. Rebekah Rhode seconded. Roll call vote; all trustees voted in favor of the motion.

Chris Moore noted that the TIF revenue was over budget and asked if the library can anticipate even more in this category this year. John Howard responded that, assuming the authorities collect and distribute finds in a timely manner, the library can expect a payment in late spring/early summer. He also told the board that this category is over budget because a payment from FY 19-20 came in so late that it had to be included in FY 20-21.

When the check register was presented, John pointed out that there were two \$350 payments to Sangamon on Main, one for the first month’s rent and one for the damage deposit.

Kevin Kelsey asked who Baker and Taylor is and John told him Baker and Taylor is the library’s primary vendor for print materials.

### Director’s Report

John Howard submitted the director’s report before the meeting.

He pointed out that, while the number of people visiting the library is much lower than prior years due to a lack of in-person programming, circulation numbers are within 5% of normal years, which he considers to be a win.

Jeanne Campion congratulated Alyssa Simpson on being selected as Employee of the Year. Chris Moore echoed her comment and told the board he sent her a letter on behalf of the board to congratulate her.

Chris asked John how many libraries have joined his new think tank. John replied that there were seven at the first meeting, with most from Illinois, one from Missouri, and one from Alabama. He reported that they had had a successful first meeting and they were all enthusiastic about meeting again in February, when their discussion topic will be databases and reference services in a modern library. Chris told John he thought it was a great idea and he hopes it gets off the ground smoothly.

Jeanne asked for the name of the fourth candidate on the ballot for the library in the April 2021 election. John told her it is Michelle Baker.

### Audience Comments – no comments

### Committee Reports – no reports

John Howard told the board that he and Kate Smith are identifying policies that haven’t been reviewed lately and that the policy committee can expect some meetings to review them in the near future.

## **New Business**

### **A. Board Volunteer to Review Closed Session Minutes**

Chris Moore volunteered to perform the biannual review of closed session minutes.

### **Strategic Plan Update**

John Howard submitted his quarterly update on the progress made on the current strategic plan before the meeting.

Brian Paragi pointed out a couple of typos. He also asked if updating the website was still a priority, adding that he knows the board has discussed this in the past and he believes he may be in the minority in thinking that the website should be updated. Jeanne Campion said that she formerly did not think the site needed to be updated, but now with the pandemic and the increased use of the library online, she thinks it should be updated.

Rebekah Rhode asked how much it would cost to update the website and John estimated \$5,000-\$10,000. Chris Moore stated that he would like to know what the staff thinks and if they've received any negative feedback about the current website from the community. John said that he was not aware of any current complaints, but that he would ask the staff. Jeanne recommended giving the staff time to think before they have to answer.

Kevin Kelsey asked if the board thought the library website needed to have the design refreshed or simply fix gaps. John responded that library staff are tweaking the content all the time and that this would be a refreshing of the whole look and functionality.

Rebekah asked if website usage is up significantly during COVID. Kate Smith said that usage had been steady or up slightly. Rebekah also asked how the website compared to those of other libraries. John said that the library's site is easy to navigate and very clean.

Chris Moore told the board that it is time to start gearing up for a new strategic plan. He stated that during the first quarter of 2021, he and John will work together on a game plan for writing a new strategic plan, which they will bring to the board. He asked the board to review the current strategic plan and think about what might change in the new plan. He added that the new plan will have a public input component.

Rebekah asked if it wouldn't be hard to write a new plan under COVID. Chris explained that is why efforts in the first quarter will focus on a plan for how to create the new plan. The latter half of 2021 will be spent on the actual plan.

### **Board Advocacy**

Chris Moore reminded the board of the library's mission statement:

"We serve our community by nurturing and facilitating learning and the pursuit of a variety of interests."

He told the board that he and John could not remember the mission statement and they had to look it up. Brian Paragi suggested the board read the mission statement at the beginning of each meeting and Chris agreed to work it into his opening statement.

### **Trustee Comments**

Jeanne Campion thanked Chris Moore and Brian Paragi for signing checks while she was gone.

Rebekah Rhode said she appreciated receiving the strategic plan report early. She also thanked all who were involved in keeping the library open and stated that she was very proud the Mahomet Library is still open.

Chris Moore thanked John and the library staff for continuing to chip away at the strategic plan during a pandemic.

### **Adjournment**

Rebekah Rhode moved to adjourn the meeting. Kevin Kelsey seconded; the motion passed. The meeting adjourned at 6:42pm.

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Respectfully Submitted by Kate Smith, Business Manager