

MAHOMET PUBLIC LIBRARY DISTRICT BOARD OF TRUSTEES

REGULAR MONTHLY MEETING JANUARY 14, 2019 6:00PM AT THE LIBRARY

Members Present: Jeanne Campion, Chris Forman, Chris Moore, Brian Paragi (arrived during Librarian's Report), Rebekah Rhode, Karin Vermillion **Members Not Present:** Bryan Perrero **Also Present:** John Howard, Kate Smith, Maura Stutzman

Approval of Minutes

Chris Moore moved to approve the minutes from the regular meeting on November 12, 2018. Rebekah Rhode seconded; the motion passed.

Treasurer's Report

Jeanne Campion moved to accept the financial reports for November and December 2018. Chris Moore seconded. Roll call vote; the motion passed. Jeanne Campion moved to accept the check registers for November and December 2018. Rebekah Rhode seconded. Roll call vote; the motion passed.

Chris Moore asked for clarification on two large transfers. John Howard responded that one reflected moving money from cash accounts in to CDs and the other transaction moved money from savings to checking.

John further noted that the Ehlers financial statement would be included in the financial report from this month onward.

Librarian's Report

John Howard submitted the report before the meeting.

There was some discussion about the proposed new TIF district, with some members questioning the purpose and asking for clarification on how it would affect the library. The board agreed that it would be good to follow the lead of the school district. John reported that he'd had discussions with the school district and they do not intend to oppose the TIF district. He also noted that he planned to meet with Trent Nuxoll, business manager for the school district, to learn more about TIF districts.

Chris Moore thanked the library staff for extending their hours of operation during finals week, noting that his children took advantage of the opportunity. John reported that there were times during this event that every seat in the library was occupied, including extra tables and chairs set up by library staff.

Brian Paragi asked about the "number of small changes" being made in response to John's one-on-one meetings with library staff members. John told the board that so far, the changes were minor, but exciting to the staff because they involved identifying new tasks staff members want to do and finding ways to let them do it. His examples included participating in acquisitions and participating in program planning and implementation.

Jeanne Campion commented that she was glad to see the library is adding laminating services for patrons. John responded that he'd identified about six items from the "we had to say no" list that he believed the library could implement fairly easily and he planned to do so in the coming months. Laminating is the first of these changes.

Audience Comments – Scott Davis

Scott Davis had no comments at this time; he was in attendance for the security camera discussion.

Committee Reports – No Committees met

New Business

A. Volunteer Needed to Review/Audit Board Minutes

Chris Forman volunteered to perform this review.

B. Proposal for Replacement of Security Cameras Throughout the Library

John Howard presented a proposal to replace the library's security camera system, noting that, while the price tag is high, he became convinced this project is necessary the first time he needed to review camera footage to address a problem. Scott Davis presented sample images from the library's current system and the Allerton Public Library system, which is similar to the proposed implementation. The new system will have significantly higher coverage and clarity, useful for both library incidents and police requests. Board members asked several questions about the use of the current system and the proposed new system and then agreed to address it further at the February meeting.

Chris Forman moved to table the discussion until the February 2019 meeting. Chris Moore seconded; the motion passed.

C. Discussion of Funds from Historical Museum

John Howard reported that Kate Smith had been working with the financial institutions currently holding the funds from the Mahomet Historical Museum Society and that they hoped to have the funds soon. He noted that the board did not have to decide where to place

the funds until the money is received, but asked them to consider keeping about \$15,000 in the general fund to use for programs and/or projects related to the history of the area and move the rest into special reserves.

Chris Forman commented that the Mahomet-Seymour High School has provided access to digital archives on a large touch screen in the school lobby. The screen doubles as source of announcements for students. He recommended John contact the high school media specialist to view the screen to see if a similar resource would be useful at the library. John told the board that he will be touring all the schools in the district with superintendent Lindsey Hall in the near future.

Strategic Plan Update

John Howard submitted to the board his suggested additions to the strategic plan before the meeting. He focuses particularly on his desire to focus on literacy, with programs focused particularly on children from birth to pre-K and training for their caregivers. The board agreed to all of John's suggestions.

Chris Moore moved to approve the 2018-2021 Strategic Plan. Chris Forman seconded; the motion passed.

Board Advocacy – Murder Mystery Dinner

Kate Smith distributed copies of the event to-do list and board members signed up for the tasks.

Trustee Comments

Jeanne Campion asked about an update regarding Unique Management Services. Kate Smith promised to send a report to the board.

Chris Forman noted that library staff needed to remove Lynn's notary public certificate from the bulletin board. He also gave a formal welcome to John Howard.

Rebekah Rhode asked for an update on trustees running for the open library board positions. John reported that the three 4-year terms all have candidates, but there the two 2-year terms have no candidates. Karin Vermillion announced to the board that she would be stepping down after the February meeting, leaving three open 2-year spots on the board. John encouraged current members to invite people to apply for these positions. Rebekah suggested that it would be good for current board members to discuss their strengths and identify potential gaps new members could fill. The board agreed to do this at the February meeting.

Rebekah also reminded the board that they should establish a plan for reviewing the director. John offered to put this on the February meeting agenda.

Finally, Rebekah suggested that, since the library staff will be facing many changes and developing new skills, that the board should have a staff appreciation event later in the year. The board agreed this was a good idea.

Adjournment

Jeanne Campion moved to adjourn the meeting. Chris Forman seconded; the motion passed. The meeting adjourned at 7:35pm.

Respectfully Submitted by Kate Smith, Business Manager