

# **MAHOMET PUBLIC LIBRARY DISTRICT BOARD OF TRUSTEES**

## **REGULAR MONTHLY MEETING JUNE 10, 2019 6:00PM AT THE LIBRARY**

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**Members Present:** Jeanne Campion (arrived during treasurer's report), Carrie Heimann, Chris Moore, Rebekah Rhode, Kristen Streeter  
**Members Not Present:** Ann Ohms, Brian Paragi **Also Present:** John Howard, Kate Smith, Maura Stutzman

### **Approval of Minutes**

Trustees pointed out a couple of typos and Chris Moore noted that he should be included in the list of trustees who took the oath. Rebekah Rhode moved to approve the minutes from the regular meeting on May 13, 2019 with the changes. Carrie Heimann seconded; the motion passed.

### **Treasurer's Report**

Rebekah Rhode moved to accept the financial report for May 2019. Kristen Street seconded. Roll call vote; all trustees voted in favor of the motion. Chris Moore asked if the library cash flow will be sufficient in the coming weeks, given the later-than-usual due date for property taxes. John Howard assured the board that the library has enough cash on hand to get through this period.

Rebekah moved to accept the check register for May 2019. Kristen seconded. Roll call vote; all trustees voted in favor of the motion. Carrie Heimann asked for clarification on a few expenses and also asked if board members could have a "vendor cheat sheet" to help them understand the check register each month. John agreed and said library staff will produce one.

### **Election of Officers**

After some discussion, Kristen Streeter nominated the following slate of officers for 2019-2020:

Chris Moore, President  
Brian Paragi, Vice President  
Rebekah Rhode, Secretary  
Jeanne Campion, Treasurer

Carrie Heimann seconded. Roll call vote; all trustees voted in favor of the motion.

### **Appointment of Committees**

Chris Moore asked the members present at the meeting which committees most interested them. He stated that he will contact absent members with the same question and then appoint the committees.

Chris volunteered to serve as parliamentarian and Rebekah Rhode volunteered to serve as the Open Meetings Act officer.

### **Librarian's Report**

John Howard submitted the report before the meeting. He noted that the first week of summer reading programs went very well.

Rebekah Rhode asked how many had signed up for the independent summer reading and Maura Stutzman said there were over 600 so far.

Chris Moore commented that two of his three children signed up for Teen Book Box and he asked how many other teens signed up. Maura replied that she had 28 participants for the June box and 5 more have been added so far for subsequent boxes.

Rebekah asked if John and Maura are making progress toward having others help present programs so that Maura doesn't have to do them all. John replied that they have begun these efforts, noting that Rachel Smith is running the World Art program, Alyssa Simpson is running an adult craft night, and Tammy Caputo is coordinating the music performances.

Jeanne Campion commented that she loves the craft times when Maura provides materials, but no formal instruction, allowing children to explore and create on their own.

Rebekah asked if things are moving forward on the new outdoor sign. John replied that he had a bid document from Jason Tompkins that was used for another library and that he needs to review it and modify it to fit the Mahomet Public Library's needs before beginning the process of soliciting bids.

Chris asked what kinds of trees the library had lost in recent weather incidents. John replied that they are crab apple trees and that Rob Parker, the library's landscape maintenance contractor, will provide quotes on a new, hardier variety to replace them.

Carrie Heimann asked for more specific program statistics in the board packets, similar to the numbers reported for circulation and gate counts.

### **Audience Comments –No audience present**

### **Committee Reports – No Committees met**

### **New Business**

## **A. Meeting Schedule Ordinance for 2019-2020 (Ordinance #2019-01)**

John Howard presented the proposed meeting schedule ordinance for 2019-2020, noting that the meetings remain on the second Monday of each month, but the time has been moved to 6:15pm. Jeanne Campion moved to approve ordinance number 2019-01. Rebekah Rhode seconded; the motion passed.

## **B. ILA Membership for Trustees**

John Howard reminded the board that the library will cover the \$75 annual cost for trustees who opt to join the Illinois Library Association. He described some of the benefits of participating in the organization.

Rebekah Rhode told the board she'd attended the Trustee Day for ILA's annual conference and found it very useful.

Chris Moore asked John to inform the board as soon as possible whenever he learns of educational opportunities for library board members and John agreed to do so.

## **Strategic Planning**

John Howard reminded the board that he will give formal updates each quarter on library programs and services that meet the requirements of the strategic plan. His last update was at the April meeting. He noted, however, that many of the new programs at the library this summer are related to the strategic plan.

Chris Moore reminded the board that he will be working with John and Kate to finalize the fact sheet for trustees that he presented at the May meeting.

## **Board Advocacy**

John Howard reminded the board that the July music event will be an evening concert on the library lawn with an ice cream social. He pointed out that it would be good if trustees attended and served the ice cream. Several trustees volunteered to do so.

Carrie Heimann asked if Maura was willing to take on practicum students from the University of Illinois' School of Information Sciences. Maura replied that she had done so in 2018 and was happy to do so again in the future. John told the board that he posted a job description for an administration intern or practicum student, but there were no applicants this year. He and Maura agreed that they will continue to offer the library as a place for practicum students and interns.

## **Trustee Comments**

Rebekah Rhode told the new board members that the previous board members are excited to have John on board and that, during his interview process, he proposed making the library the "Best Small Library in America" in 5 years. Rebekah noted that, whether or not the library succeeds in this goal, it's exciting to even be working toward it. She emphasized that it is the goal of library board members and staff to make the library a presence in the community.

Jeanne Campion reminded the board that it is time for the director's 6-month review. Chris Moore replied that he will charge the personnel committee with that task as soon as it is formed.

Chris commented that he appreciated the board's willingness to trust him in the role of president and that everything he will do in this role will be focused on increasing the visibility of the library in the community and, down the road, working on a possible expansion. He told John he would love to help speak to local leaders and organizations and John replied that he would definitely take Chris up on that offer.

## **Adjournment**

Jeanne Campion moved to adjourn the meeting. Kristen Streeter seconded; the motion passed. The meeting adjourned at 6:57pm.

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Respectfully Submitted by Kate Smith, Business Manager