

# MAHOMET PUBLIC LIBRARY DISTRICT BOARD OF TRUSTEES

## REGULAR MONTHLY MEETING JUNE 11, 2018 6:00PM AT THE LIBRARY

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**Members Present:** Jeanne Campion, Chris Forman, Chris Moore, Brian Paragi, Bryan Perrero, Karin Vermillion

**Also Present:** Lynn Schmit Kate Smith

### Approval of Minutes

Chris Forman moved to approve the minutes from May 14, 2018. Chris Moore seconded; the motion passed.

### Treasurer's Report

Jeanne Campion moved to accept the treasurer's report for May 2018. Brian Paragi seconded. Roll call vote; the motion passed. Jeanne Campion moved to accept the check register for May 2018. Brian Paragi seconded. Roll call vote; the motion passed.

Chris Moore noted the unusually high bill from MCS. Kate Smith informed the board that the library had purchased new equipment, including PCs in the normal replacement rotation, a workstation to be used as an Envisionware server, and the annual subscription for Microsoft Office. Jeanne Campion and Chris Forman, the two signers on the check, confirmed that the purchases were reasonable.

Chris Forman asked why two vendors had voided and reissued checks. Kate told the board that two checks had printed upside down and had to be reissued.

### Librarian's Report

Lynn Schmit submitted the librarian's report before the meeting. She added a report from a meeting with a sign vendor for the possible purchase of an outdoor LED sign. She distributed a mockup of the sign and she and Kate Smith answered questions from the board. The sign would be 32 square feet (the largest allowed by the village) and could be controlled from any computer that has the correct software. The cost of the sign and the stone framing would be between \$30-40K, so if the trustees decide to pursue this, the library would need to take formal bids for the work.

Jeanne Campion commented that she appreciated the Instagram program jointly sponsored by the library and the Mahomet Rotary Club.

### Public Comments, Correspondence– Rebekah Rhode

Rebekah Rhode introduced herself as someone attending the meeting to learn more about the board. She is considering applying for the open position.

### Committee Reports – None

### Unfinished Business

Brian Paragi asked Kate Smith if she'd received the library attorney's opinion on Non Resident fees in writing, as directed by the board at the May meeting. Kate replied that she did receive the attorney's opinion in a series of emails.

### New Business

#### A. Resignation of Trustee Bundren

Lynn Schmit informed the board that she'd received Charity Bundren's formal resignation from the board for health reasons. Bryan Perrero moved to accept the resignation. Chris Forman seconded; the motion passed. All trustees voiced support and well wishes for Charity and asked Lynn to send flowers on behalf of the board and staff.

#### B. Prevailing Wage Ordinance

Lynn Schmit presented the Ordinance 2017-4 for board approval, noting that the content is standard and required by Illinois Law. Chris Forman moved to approve the ordinance. Bryan Perrero seconded. Roll call vote; all trustees voted in favor of the motion.

#### C. Appointment of One Replacement Trustee to Perform the Secretary's Audit.

Lynn Schmit noted that Charity Bundren had volunteered to serve as one of the trustees to perform this annual audit and she would now need to be replaced. Bryan Perrero volunteered to perform this task.

#### D. Filing of Ehlers Management Reports

The board agreed to accept the May 2018 and place it on file.

### Strategic Planning

Chris Moore thanked the board and library staff for attending the Strategic Planning study session on Saturday, June 9. The other trustees thanked him for his preparation and organization that helped the study session and the entire strategic planning process to run smoothly.

Before the meeting, Chris Moore asked Lynn Schmit and Kate Smith to submit their thoughts on the "Welcoming Facility" portion of

the strategic plan. They summarized them for the board and emailed them to Chris Moore for inclusion in the final document. The most critical factor in all of the discussion points was space limitation. The library physical collection has outgrown the space and must therefore be weeded more vigorously than library staff would like. The meeting and study spaces are insufficient for library program and community needs. Lynn and Kate recommended the board include in the strategic plan the decision to hire a library space consultant to evaluate the facility and the needs of the library and community and make recommendations.

Brian Paragi asked if movable stacks would be an option to conserve space. Lynn pointed out that those are typically used in library storage at large libraries, such as the University of Illinois main library, where library staff retrieve items upon patron requests. Kate noted that in public libraries, people prefer to browse the collection.

Some trustees asked if the name should be changed from "library" to something else, to reflect that it is about more than books. Lynn recommended keeping the name for the recognition it has already and instead focusing on educating people to understand the expanded scope of a modern library.

## **Board Advocacy**

Kate Smith presented the board with a mockup of the business cards they'd requested to use in advocacy efforts. They asked her to add the library's website and phone number and directed her to print some for each trustee.

Chris Moore told the board he planned to attend the upcoming annual meeting for the Friends of the Library to report on the strategic planning process. Lynn Schmit noted that trustee representation at every Friends meeting would be useful. The board agreed and asked her to find out the meeting dates for them.

Chris Forman asked if the Mahomet Citizen was planning an article on Lynn as her retirement approaches. She responded that she had been meeting with the editor in preparation for such an article.

## **Trustee Comments**

Karin Vermillion asked for volunteers to serve on a Director Search Committee, as required in the library's Bylaws. Bryan Perrero and Chris Moore volunteered to serve. Jeanne Campion asked that the committee let the full board know about each planned meeting in case other members would like to attend.

Chris Forman commented that he loves the tree and plaque purchased by the Friends in honor of Mary Giles.

Jeanne Campion commented that she was glad all trustees could attend the Strategic Planning study session on June 9 and she thought it went well.

Chris Moore asked if any committees were too small with the departure of Charity Bundren. Kate Smith replied that all committees still had at least two board members.

Chris Moore also asked about running for his board seat in the 2019 election. Lynn Schmit told him she'd have the packets in the fall.

## **Adjournment**

Chris Forman moved to adjourn the meeting. Bryan Perrero seconded; the motion passed. The meeting was adjourned at 6:49pm.

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Respectfully Submitted by Kate Smith, Business Manager