

MAHOMET PUBLIC LIBRARY DISTRICT BOARD OF TRUSTEES

REGULAR MONTHLY MEETING JUNE 14, 2021 6:15PM AT THE LIBRARY

Members Present: Susie Baker, Jeanne Campion, Carrie Heimann, Kevin Kelsey, Chris Moore, Rebekah Rhode, Kristen Streeter

Not Present: N/A **Also present:** John Howard, Kate Smith

Chris Moore welcomed Susie Baker to the board.

Chris Moore read the Rule of General Consent from Robert's Rules of Order. The trustees agreed to use this rule for routine business, such as approving minutes.

Approval of the Minutes for May 10, 2021

Rebekah Rhode moved to approve the minutes from May 10, 2021. Kevin Kelsey seconded; the motion passed by general consent. Chris Moore asked for clarification about the library being closed in April 2020 and John confirmed that the library was completely closed that month and did not even provide locker service.

Treasurer's Report

Jeanne Campion moved to approve the financial report for May 2021. Kristen Streeter seconded. Roll call vote; all trustees voted in favor of the motion.

Jeanne Campion moved to approve the check register for May 2021. Kristen seconded. Roll call vote; all trustees voted in favor of the motion.

There was no discussion.

Election of Officers

Chris Moore explained that nominations do not require a second and that if more than one person is nominated for a position, the board will vote on each candidate in the order they were nominated.

President: Chris Moore said that he was willing to serve another term as president unless someone else wanted the position. No one else volunteered. Rebekah Rhode nominated Chris Moore to serve as president. Chris explained that the bylaws require a roll call vote to approve a president serving beyond two terms. Since this would be his third term, the board held a roll call vote. All trustees voted to approve the nomination, with Chris Moore abstaining.

Vice President: Chris Moore explained that the primary role of the vice president is to fill in for the president when he or she cannot serve. Kevin Kelsey said that he would be willing to serve. No one else volunteered. Rebekah Rhode nominated Kevin Kelsey to serve as vice president and the nomination passed unanimously.

Secretary: Rebekah Rhode said that she would be willing to continue to serve as secretary if no one else wanted the position. No one else volunteered. Jeanne Campion nominated Rebekah Rhode to serve as secretary and the nomination passed unanimously.

Treasurer: Jeanne Campion said that she would be willing to continue to serve as treasurer if no one else wanted the position. No one else volunteered. Rebekah Rhode nominated Jeanne Campion to serve as treasurer and the nomination passed unanimously.

Appointment of Committees

Chris Moore included a proposed list of committee assignments in the board packet. He noted that list omitted the roles of parliamentarian (himself) and OMA officer (Rebekah Rhode). He asked if there were any concerns or questions. Hearing none, he said that the proposed assignments would stand.

Director's Report

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

He noted that statistics are improving as things get a little more "normal," with summer reading helping library usage.

Rebekah Rhode asked about costs for the next step in the expansion project [hiring an architect for concept drawing]. John Howard said that he expected that to cost approximately \$15,000, based on an estimate from Fred Schlipf for a basic floor plan. John pointed out that the library would still be paying Fred a little more. There was some discussion on this point, with some trustees recalling that Fred said there would be no more charges from him and John remembering that there would still be some charges to finish the building plan, but nothing beyond that. He said he would talk to Fred and listen to the recording of the last meeting with him to determine which memory was more accurate.

Jeanne Campion said that she enjoyed having the book sale outside and loved the visual draw this was to those driving by. She asked, however, if the tent always being up would be confusing and wondered if the library needed a sign for days when there would actually be an event in the tent.

Kevin Kelsey asked how that day (June 14) went, as the library opened for normal hours. John Howard said that all seemed OK, with no

comments from library staff. Kevin said that he had friends who told him they were excited because it felt like turning a corner to have the library fully open.

Audience Comments

Tammy Caputo thanked the board for their support during this crazy time, saying that staff felt safe and supported and able to do their jobs.

New Business

A. Proposal for Intergovernmental Agreement for Champaign County Ballot Box on Library Property

John Howard submitted the proposed agreement before the meeting. He explained that the county would like to have a drop-off ballot box in Mahomet and the library seemed to be an ideal location. He told the board that he met with the representative from the county clerk's office and they determined that the best location would be on the south edge of the parking lot, off center toward the east. He said that if the board approves the agreement, the county will install a small concrete pad, put a post into the pad, and put the ballot box over the post. He added that if the library wants it removed later, it can be done with 30 days' notice.

John told the board that he still needed to run the agreement by the library's attorney, but that he was asking the board for the authority to sign the agreement if it passes the attorney's inspection.

Carrie Heimann asked if the county expected the library to provide security cameras for the box. John said that had not come up, but the box should be in range of the library's cameras.

The trustees all agreed it was a good idea to proceed with this and that it fits with the library's mission. Kevin Kelsey noted that the library's address was not on the agreement and that he thought it should be there.

Kevin Kelsey moved to authorize John Howard to sign this intergovernmental agreement pending a successful review by the library's attorney. Susie Baker seconded; the motion passed unanimously.

B. Meeting Schedule Ordinance for 2021-2022

John Howard submitted this ordinance before the meeting.

Kristen Streeter moved to approve Ordinance 2021-1, Meeting Schedule Ordinance. Carrie Heimann seconded; the motion passed unanimously.

C. Consideration and Approval of the Audit Engagement Letter with CLA

Chris Moore commented that the library has been using CliftonLarsonAllen (CLA) for a number of years and wondered if, in the interest of fairness and equity, it would be good in the future to see if others could provide competitive bids.

John Howard commented that familiarity with the library is a big plus with an auditor. Kevin Kelsey noted that the audit fees are reasonable and that CLA is very well invested in the area and used by many. Chris Moore observed that there are not a lot of people trying to get the library's audit business and the pool seems small.

Rebekah Rhode moved to approve the audit engagement letter with CliftonLarsonAllen. Kristen Streeter seconded. Roll call vote; all trustees voted in favor of the motion.

D. Modifications to Temporary Policy – Facility Use during the COVID-19 Pandemic

John Howard presented a change to the temporary policy that removed the two remaining instances of "will" and changed the them to "may." He told the board that this would allow the library to make quick changes to procedures in case of another surge in COVID-19 cases.

Kevin Kelsey moved to approve the changes to the Temporary Policy on Facility Use during the COVID-19 Pandemic. Susie Baker seconded; the motion passed unanimously.

Strategic Plan Update

John Howard told the board that out of two focus group meetings on Zoom there was only one attendee. At this time, the library has received 18 responses to the community survey. He added that, while this is not a huge number, they have contained good, thoughtful feedback. He said that he would be giving some to the trustees that evening and asked them to hand them out.

Jeanne Campion commented that if people really disliked what was going on at the library, they'd feel more like giving input. John agreed that people are more likely to give feedback when they are unhappy.

Board Advocacy

Jeanne Campion asked if the trustees wanted to wait until February to hold the next murder mystery or if they wanted to have the event in the fall. After some discussion, the trustees agreed to wait until February for this event, but to hold something else in the fall. John Howard agreed, saying that he would like to hold a fun event at the library itself. He offered to find good ideas from other

libraries. Chris Moore encouraged the trustees to send ideas to John.

Chris Moore asked if any trustees had attended the ILA roundtable, but none had done so. He reminded trustees to let John know if they wanted to join ILA or renew their current memberships.

Trustee Comments

Kevin Kelsey said that one of the good things to come out of the pandemic is that his daughter has become a voracious reader, thanks to the library, and that the good work the library is doing affects his family. Chris Moore agreed, telling the board that his family was getting a new puppy soon and his wife has a mountain of puppy training books from the library.

Jeanne Campion said that she appreciates how much staff has been able to adjust and change quickly and how well they serve the patrons.

Kristen Streeter said that she was glad to hear from Tammy Caputo that the staff felt supported by the board of trustees because that was what they always wanted.

Adjournment

Jeanne Campion moved to adjourn the meeting. Kevin Kelsey seconded; the motion passed. The meeting adjourned at 7:18pm.

Respectfully Submitted by Kate Smith, Business Manager