

MAHOMET PUBLIC LIBRARY DISTRICT BOARD OF TRUSTEES

REGULAR MONTHLY MEETING JULY 9, 2018 6:00PM AT THE LIBRARY

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

Member Not Present: Chris Forman; **Also Present:** Lynn Schmit, Kate Smith

Approval of Minutes

Brian Paragi moved to approve the minutes from June 11, 2018. Chris Moore seconded; the motion passed.

Treasurer's Report

Jeanne Campion moved to accept the preliminary financial report for June 2018. Bryan Perrero seconded. Roll call vote; the motion passed. Jeanne Campion moved to accept the check register for June 2018. Brian Paragi seconded. Roll call vote; the motion passed.

Librarian's Report

Lynn Schmit submitted the librarian's report before the meeting. She added some stories about a staff member helping a patron watch his son's graduation online and another staff member helping a patron get important papers to his attorney quickly.

Chris Moore referenced Lynn's meeting with the directors of the Champaign and Urbana libraries, asking if she spoke with them about the open director position. Lynn replied that she did and that these librarians gave several useful suggestions.

Audience Comments– Rebekah Rhode

Rebekah Rhode told the board that she would like to be considered for the open trustee position. She summarized her background and spoke of how she would like to participate in the library's role in the community going forward.

Committee Reports – Director Search Committee

Karin Vermillion reported that the director search committee met twice since the last board meeting. The committee submitted a revised director job description, a recommended salary range, and proposed benefits to the board for approval and solicited comments on the job ad content.

New Business

A. Review of Closed Session Minutes

Bryan Perrero reviewed the closed session minutes before the meeting and recommended that all be opened. He noted that most of the minutes addresses property purchase discussions from several years ago. He moved that the board open the closed session minutes of 6/12/95, 5/3/04, 5/5/04, 8/8/05, and 12/10/07. Brian Paragi seconded; the motion passed.

B. Review Library Director's Job Description

The director search committee recommended approval of the revised job description for the library director position. The motion passed.

C. Review New Library Director's Salary Range

The director search committee recommended a salary range for the new director of \$55,000-\$65,000, depending on education and experience. They noted that library staff presented information on current salaries for this position at other Illinois libraries serving a similar population size, as well as salary range recommendations from the University of Illinois iSchool. The motion passed.

D. Review New Proposed Health Benefit Plan

The director search committee submitted a report of health benefits options, with pros and cons, and recommended the formation of a QSEHRA (Qualified Small Employer Health Reimbursement Arrangement). Under this arrangement, all employees who work 30 hours or more (the IRS definition of full time) will be reimbursed up to \$5,000 per year for qualified medical expenses. Five employees would qualify for this benefit. The committee recommended allocating \$25,000 for this benefit, plus up to \$1500 per year for a QSEHRA management company. Roll call vote; all trustees voted in favor of the recommendation.

E. Revisit Community Foundation Endowment Earnings

Kate Smith reminded the board that they had asked that this question be placed on the agenda each July. Since the formation of the endowment fund, annual earnings have been reinvested, but the board can vote to withdraw the earnings each year. The library will not know the final amount of the 2018 earnings until after the first quarter of 2019. Kate reported that the fund earned \$1476.91 in 2017 and 1146.73 in 2016.

The board discussed the long-term and short-term pros and cons of this decision, with some noting that it would take many, many years for the fund to reach its minimum level.

Jeanne Campion moved to direct library staff to ask the Community Foundation to pay the 2018 earnings to the library instead of reinvesting them in the fund. Bryan Perrero seconded. Roll call vote; all trustees voted in favor of the motion.

F. Filing of Ehlers Management Reports

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

Closed Session

Chris Moore moved to enter closed session according to 5 ILCS 120/2 (c)(3) for the selection of a person to fill a public office including a vacancy in a public office. Brian Paragi seconded; the motion passed.

Appointment of a Trustee to Fill a Board Vacancy

Jeanne Campion moved to appoint Rebekah Rhode to fill the current board vacancy. Chris Moore seconded; the motion passed.

Strategic Planning

Chris Moore informed the board that Kate Smith created a starting document for the strategic plan and Chris is working on it now.

At Chris Moore's request, Kate Smith presented a list of programs (submitted by Youth and Programming Librarian Maura Stutzman) and services (submitted by Lynn Schmit) that library staff would like to include in the strategic plan. Lynn Schmit expanded on some of the points.

Board Advocacy

Chris Moore and Jeanne Campion reported that they attended the recent annual meeting of the Friends of the Mahomet Library and told the board that the Friends would appreciate having a trustee or two attend each meeting. Lynn Schmit told the board the next Friends meeting is August 7, 2018 at 6pm at the library.

Karin Vermillion commented that when she talks to people in the community, they are usually surprised to learn that the library has eBooks and eAudiobooks.

Lynn Schmit reminded the board that if they are going to hold the murder mystery event again, they need to find a new venue. Kate Smith offered to speak to Grace Church and Jeanne Campion offered to speak to Our Lady of the Lake Church.

Trustee Comments

Jeanne Campion pointed out a typo in the circulation statistics and asked Kate Smith to fix it.

Adjournment

Jeanne Campion moved to adjourn the meeting. Bryan Perrero seconded; the motion passed. The meeting was adjourned at 7:23pm.

Respectfully Submitted by Kate Smith, Business Manager