

MAHOMET PUBLIC LIBRARY DISTRICT BOARD OF TRUSTEES

REGULAR MONTHLY MEETING NOVEMBER 8, 2021 6:15PM AT THE LIBRARY

Members Present: Susie Baker, Jeanne Campion, Carrie Heimann, Kevin Kelsey, Chris Moore, Rebekah Rhode, Kristen Streeter (arrived during the meeting) **Not Present:** N/A **Also present:** John Howard, Kate Smith, Maura Stutzman

Chris Moore opened the meeting by reading the library's mission statement: Together we create a welcoming community that empowers everyone to learn, connect, create, and grow.

Approval of the Minutes for October 11, 2021

Rebekah Rhode moved to approve the minutes from October 11, 2021. Kevin Kelsey seconded; the motion passed by general consent. There was no discussion.

Treasurer's Report

Jeanne Campion moved to approve the financial report for October 2021. Susie Baker seconded. Roll call vote; all trustees voted in favor of the motion.

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

Director's Report

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

He pointed out that people counts are starting to recover very well, with numbers for Saturdays and Sundays actually exceeding those from two years ago (the library's last normal year). He told the board that he thought this was a hopeful sign, especially given there hasn't been much in-person programming yet. Chris Moore asked why there was a spike on Saturday, October 30. Maura Stutzman explained that was for the Book or Treat event.

John Howard reported that the second vaccine clinic was a success, with steady traffic and no problems.

Jeanne Campion asked if the donation [mentioned in the director's report] was earmarked. John Howard told her that the donor asked for a list of options for a smaller gift and decided to fund both of the options John offered by giving a larger donation.

Carrie Heimann said that she had heard from several families with young children, asking if the library would consider inside story time. Maura Stutzman explained that the decision is based on community transmissions, which are still high, and on who can be vaccinated, since young kids cannot. John Howard said he tells patrons that we hate not having it as much as you hate not having it.

Kevin Kelsey commented that he loves the Recorded Memories program.

Chris Moore thanked John Howard for highlighting the staff who receive recognition each month.

Audience Comments – no comments

Committee Reports

Building and Grounds

Chris Moore told the board that the Building and Grounds committee met on Saturday, November 4 from 8am to 3pm, along with Kevin Kelsey. He reported that the committee watched interviews with three architectural firms: Engberg Anderson (with offices in Chicago and Milwaukee), Dewberry (a nationwide firm with an office in Peoria), and Product Architecture+Design (based in Chicago).

He told the board that after watching the presentations and reading the statements of qualification, the committee ranked their choices as follows on a number of criteria:

1. Engberg Anderson
2. Dewberry
3. Product Architecture+Design

Chris Moore told the board that John Howard will ask Engberg Anderson for a proposal and review it. If the proposal is reasonable, John will present it to the Building and Grounds Committee, which will review the proposal and bring it to the full board. He concluded by saying that then and only then will the board vote to spend resources on this.

Jeanne Campion asked what firm was used for the current building. John Howard told her it was Apace, but that they no longer exist.

Finance

Chris Moore told the board that the Finance Committee met to discuss the proposal to join the Village's medical plan. He asked Kate Smith to explain why the Village has slowed the process. She told the board that the Village board has concerns about costs and would like to first change the Village over to the new insurance provider before assessing whether to invite other government entities to join.

them.

Chris Moore told the board that the finance committee talked about the benefits of joining the Village plan for current employees and for future hires and that they look forward to hopefully hearing from the Village in the future.

New Business

A. Adoption of Intergovernmental Agreement (IGA) with Mahomet-Seymour Schools

John Howard presented the IGA to the board. He told the board that the agreement had been amended to include homeschooled students, but that the issue of including private school students had now been raised.

Kevin Kelsey suggested changing the agreement to include any student who resides in the Mahomet-Seymour School District. John Howard told the board he would amend this, send it back to the school district, and bring it back to the library board at the next meeting.

B. Recommendation to Close Library Sunday, December 26

John Howard proposed closing the library on December 26 since it is on a Sunday.

Jeanne Campion asked if the two people who would otherwise work need to cover their hours. John explained that it is not a problem in this case, but that he could make adjustments if needed.

Kevin Kelsey moved to close the library on Sunday, December 26, 2021. Susie Baker seconded; the motion passed.

C. Per Capita Grant Requirements

As required for the Per Capita Grant application, the board discussed the 2020 *Serving Our Public 4.0, Standards for Public Libraries*.

Chris Moore said the he remembered from the previous year's review that there were a few policy notes that still needed to be addressed and he asked that these be addressed in the coming year.

Jeanne Campion asked about technology training. John Howard said that the library hadn't made many changes this year, since it was such an odd year, but that he is hoping to return to drop-in, one-on-one tech help this year.

Carrie Heimann said that, in general, the library checks the boxes on the majority of the items. Chris Moore agreed, adding that the library is mostly on course and there are not many course corrections requiring significant resources.

D. Adoption of Building Program dated October 6, 2021

John Howard told the board that the most recent building program document includes all suggestions and tweaks from both the Building and Grounds Committee meeting and the last board meeting. He reminded the board that this is the "grant building plan" and if the board decides in the future to proceed without the grant, the building program will be slimmed down.

Carrie Heimann moved to approve the building program document. Kristen Streeter seconded; the motion passed.

Strategic Plan

The board discussed the draft of action items for the "Learn, Create, and Grow" section of the strategic plan.

Chris Moore pointed out concerns that words like "explore," "seek," etc. are not strong enough and those statements should be more directive. The board reworded those action items accordingly.

The board made several other changes and requests for additional statements. Kate Smith told the board she would make these and include them in the next month's packet for them to review again.

Board Advocacy—no discussion

Trustee Comments – no discussion

Chris Moore thanked the personnel committee for gathering the week before to put together the director evaluation.

Closed Session

Kristen Streeter moved to enter closed session in order to discuss the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body [ILCS 120/2(c)(1)]. Carrie Heimann seconded. The motion passed and the board entered closed session at 7:24pm.

The board returned from closed session at 8:48pm.

Adjournment

Kevin Kelsey moved to adjourn the meeting. Susie Baker seconded; the motion passed. The meeting adjourned at 8:49pm.