

MAHOMET PUBLIC LIBRARY DISTRICT BOARD OF TRUSTEES

REGULAR MONTHLY MEETING FEBRUARY 12, 2024, 6:15PM AT THE LIBRARY

Members Present: Kevin Kelsey, Scott Schaumann, Stevi Stutzman, Carrie Heimann, Mike Cunningham, Susie Baker

Not Present: Kristen Streeter

Also present: Courtney Beasley, John Howard

Kevin Kelsey 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 Regular Meeting Minutes for January 8, 2024

Susie Baker moved to approve the minutes from the January 8, 2024 meeting. Scott Schaumann seconded the motion. The motion passed unanimously. There was no discussion.

Treasurer's Report

A. Financial Report

Carrie Heimann motioned to approve the Financial Report for February 12, 2024. Stevi Stutzman seconded the motion. Roll call vote. The motion passed unanimously. There was no discussion.

B. Check Register

Carrie Heimann motioned to approve the Check Register for February 12, 2024. Stevi Stutzman seconded the motion. Roll call vote. The motion passed unanimously.

Carrie Heimann noted that the check to All Your Needs Consulting was for the November and December payments.

Kevin Kelsey asked about the charge for \$715.00 to Mattex. John Howard noted that it was for maintenance, as well as additional repairs that were needed in the server room and vents in the front hallway. John noted that the library is paying for building repairs such as that more regularly due to the age of equipment.

Director's Report

John Howard submitted the director's report for February 12, 2024 before the meeting.

John began the discussion by stating that the report was longer this month because he listed some charts he found interesting. The chart data provided was about the library's e-resources. One of e-resources, Hoopla, is increasing in usage. It is now listed in the new catalog. John noted that he recently found a switch in the administrator site that will only show Hoopla as an option if the item cannot be found in any other e-resource format.

Kevin Kelsey opened the discussion on the Difficult Discussions Workshop. John commented that he was not finding speakers that he felt were trustworthy and available to come assist with the program. He noted that through the process of putting the Difficult Discussions program together, he discovered a group called Braver Angels. Braver Angels is a nationwide organization that does a very similar program. John would like to see a Difficult Discussions program come to Mahomet Library in cooperation with Braver Angels.

Carrie Heimann commented that she likes the new approach of partnering with the Braver Angels organization. Stevi Stutzman concurred.

John commented to the board that if they haven't yet been on the new ASPEN catalog, there are now some updated lists for patrons to view that have been curated by Becca Strom. He noted that Becca has done an amazing job of personalizing the catalog to the library's needs and he is very grateful for the work she has done with the catalog. He also noted that in the future the library hopes to put together some short training videos for patrons that provide additional support for understanding the catalog.

Mike Cunningham asked for an explanation on the Facilities Guidance Team for the Mahomet-Seymour School District. John commented that it is a committee of people meeting with the architects and school staff to assist them in creating a plan for the future of the school facilities. John noted that he has not yet been able to be at a meeting but will be present at the next two meetings. He noted he will not necessarily be an advocate but rather a voice to help achieve the best possible plans.

Kevin Kelsey asked for further explanation on the property tax challenges. John commented that the review of business property tax challenges is something the library does every year. He went on to explain that several businesses in the Mahomet community have asked for a decreased valuation and, in some cases, the library, along with other Mahomet community taxing bodies and an attorney, will fight the valuations. This usually entails getting appraisals done, and which will cost approximately a couple hundred dollars. The process is generally led by the fiscal officer at the Mahomet School District or by the Village, and the library partners with them.

Scott Schauman asked for more discussion on the shelf reorganization. John explained the difference between call numbers and cataloging, noting that the call number is for the library to organize its collection as it sees fit. The library has decided that because it has more than one book series with multiple authors per series, organizing by call numbers brings the complete series together in one location in the library.

Audience Comments – No Comments

Committee Reports – No Reports

Unfinished Business – No Unfinished Business

New Business

A. Reminder About the Statement of Economic Interest Forms for 2024

Kevin Kelsey noted that every year the board members must complete a statement of economic interest. This is obtained through the Champaign County website and the county will generally send a notification. Fines are associated with the process this year, as opposed to past years when there were no fines. He believes the deadline for 2024 will be in May.

Carrie and Mike commented that the board and library all should be in communication with one another to avoid fines.

Susie Baker stated that she must complete this process for her employment and can send a link to Courtney Beasley to communicate with each board member.

John commented that he would find the instructions from last year and send them out again by email to the board members.

B. Sharing of Service Philosophy Document

John Howard began the discussion on the Service Philosophy document by noting that it was a document that was called for in the library's strategic plan. The strategic plan called for this to be a written document that would be implemented across all service areas of the library. He stated he feels like it is better as an internal document. He continued with an overview of the Service Philosophy document's main points stating: Mahomet library services are available to all patrons, the library will provide positive experiences for patrons, remove barriers to patron access, strive for yes, trust our patrons, limit negative consequences, believe but record, and lastly, always try to be listening. John noted that these are the general guidelines for staff when interacting with patrons.

Carrie Heimann commented that she thinks the Service Philosophy is something great to have to anchor new employees as the library is onboarding them. It could be helpful for staff to understand the culture of the library. John commented that his goal in creating the document was for the staff to use as a guide, and it could be added to the personnel manual.

C. I Lead Trustee Training Portal Now Available

John commented that the Heartland Library System has been working for approximately one year on creating a high-quality onboarding tool for library trustees. It was released about one week ago and he is currently working his way through the training now. Trustees in the future will probably be required to complete the training. He suggested that current trustees might find it worthwhile to complete the training. John will send out a link to all trustees who are interested. Trustees will need to have an L2-Library Learning account to access the training.

Kevin Kelsey commented that L2-Library Learning is also a source to utilize if a trustee sees a gap in learning and would like more information on that topic.

D. Draft of Communication Plan in Supporting Possible Library Referendum

John commented that he has started meeting with Heather Murphy, the library Marketing Coordinator, to begin a marketing plan for the community on the possibility of a library referendum. He intends to meet weekly with her to move forward with this plan. He presented the start of a plan that will provide the community with information on the referendum.

There was some discussion on how to support the library appropriately through the referendum process. John commented that he anticipates he and Becca will need to be visibly out in the community more frequently, and he is hopeful that four to six months before the referendum, there will be a Vote Yes Committee formed to help support library efforts.

He presented two questions to the board for consideration: 1) In your opinion, what are the strongest aspects of the library? 2) How comfortable are you about sharing initial expansion plans?

Stevi Stutzman commented that she runs into a lot of people from Champaign who love the Mahomet Library programming. Kevin Kelsey concurred with Stevi Stutzman that the library programming in Mahomet is wonderful, especially for the children.

Mike Cunningham commented that in his experience many people in the community don't realize all the other services that the

Mahomet Library has to offer. He believes the other services outside of books are a great resource for the community and he believes not everyone in the community knows what they can access. He would like to see the additional services showcased to the community.

Kevin Kelsey commented that when he talks to people about the library, he tends to use the term community center because it is so much more than a library. He suggested that changing the perception of who the library is might be helpful. Mike Cunningham followed Kevin by stating "It's not just books."

Susie Baker commented that a few of her favorite things about the library include access to printing services and notary services. Stevi Stutzman concurred and followed up by stating that she doesn't know if people are aware of the faxing service that's available as well.

Mike Cunningham commented that access to technology services such as computers and hotspots has also been useful for him in the past.

Stevi Stutzman commented that the library has great adult programming where connections can be formed. Events such as stitching circle and yoga on the lawn are great examples of community connection services.

Carrie Heimann commented that she took part in yoga on the lawn program and noticed people coming to the library that had never been in before.

Susie Baker presented a quote about libraries in general stating, "In today's society, the library is one of the few places you can go to spend the afternoon with no expectation to spend any money and that is an incredibly rare thing to happen." Additionally, she stated that she loves the idea that information in books should be available to everyone and that we have places where you can go to get a library card and gain that access.

Kevin Kelsey commented that the library is fundamental to our democracy. He went on to say that it is time for the board members to start bragging about the library and what it provides to the community.

Carrie Heimann commented that she has seen some of the library services published on social media but feels that it needs to be continually showcased to get more people to see it more frequently. Additionally, intentional messaging around how the library referendum will work would also be beneficial for the community.

Kevin moved the discussion along to answers for the second question, "How comfortable are you in sharing initial expansion plans?" He stated that he believes that board members have already been discussing it with members of the community. Carrie Heimann concurred that she had been talking about it as well. Stevi Stutzman commented that she does believe that getting the information out to the public sooner is a good idea.

John commented that the library will be creating a page on the website that will have FAQs to as many questions as possible. He commented that Heather has started on a question-and-answer document that will be useful for the board and the community. This will be made available to the board as soon as possible.

Board Advocacy

A. Murder Mystery Dinner

Kevin noted that he had the best time and liked the facility the library used this year. He plans to send a thank you letter to the church and will follow up with Courtney on this.

Mike commented that he appreciated that the board used Mahomet businesses.

Kevin Kelsey and Carrie Heimann asked John to please pass on their gratitude to the staff members that were able to come and help.

Trustee Comments

Scott Schaumann asked about not being able to access Envisionware. John commented that the problem is the library's RFID software and print and computer management software.

Kevin Kelsey commented that he plans to meet with John and Courtney, Tuesday, February 12, to discuss investments. He also stated that the Mahometlibraryfoundation.org is a legitimate website for the foundation now.

Kevin Kelsey went on to make a special statement. He has been on the library board for four years now and believes he has made a difference in the lives of the people of this community. He is not the same person he was because of this library. On Tuesday of last week, he and John met with Jim Miller, who is willing to work with the library on the library foundation. He is a retired banker, well respected in the community, and shares the board and library vision for the future. Kevin asked Jim to be the first president of the foundation. Jim Miller stated that he would be very happy to work with the library Foundation but requested that Kevin be the President, as the foundation will have a great impact on the community and should be Kevin's legacy. Kevin stated that he had a decision to make, stay on the library board and maintain the status quo or move to the library foundation to make it possible to build

the expansion and secure the future of the library.

Kevin stated that after consideration with friends and family, his decision became clear. His legacy will be with the foundation. If he had any doubt about the library or this board, he would not be able to leave. John has done a great job, hired a great staff, and the library is in a position to thrive for years to come. And so with a very heavy heart, Kevin is resigning from the Board of Trustees effective May 31, 2024. Kevin will be on the board through the end of this board term.

Kevin and Jim are incorporating the library foundation in the coming weeks and hopefully, Kevin will be appointed as the first President of the Foundation. He has every confidence in the people on board and knows that they will take the library to new heights. He is honored to call each of the board members friends, and it is a true privilege to know and work with each of them. There is one thing that he would like this board to consider: He has always assumed that the foundation president would be closely tied to the board as ex-officio, non-voting member that the board appointed, and that the foundation would have the president or their appointee be on the foundation board ex-officio as a nonvoting member. Kevin will look into the legality of that in the next week or two, but he would like to make that possible both ways.

Finally, Kevin thanked the board for all of their kindness and generosity. He stated that he does not feel worthy to be the leader of this board and that he will always be grateful to have had the opportunity to serve. He is confident about the future and hopeful that in a few years, the foundation will be in a strong enough position that he can back away from being its President and come back to the board that he loves. He will be around for the next three months and will work just as hard during that time; however, he wanted to give the board time to plan for the change in leadership.

The Board of Trustees concurred that Kevin will be a great foundation president and was very appreciative of his service on the library board.

Adjournment

Susie Baker motioned to adjourn the meeting. Scott Schaumann seconded; the motion passed. The meeting was adjourned at 7:48 p.m.

Respectfully Submitted by Courtney Beasley, Business Manager