

MINUTES
Board of Trustees
Edwardsville Public Library

Date: Wednesday, May 25th, 2016
Time: 7:00 pm
Place: Meeting Room

Call to order and roll call of members:

Vice President Pete Fornof called the meeting to order at 7:03 pm.

Members Present:

Pete Fornof
Kim Harrison
JoAnn Nabe
Francie Powell
Sharon Whittaker
Gloria Zupanci

Members Absent:

Gary Denué
Emily Gates
Bob LaRose

A. Introduction of guests:

Librarian-Director Susan Carr, Assistant Director Cary Harvengt, Research & Adult Services Librarian Jacob Del Rio, and Youth Services Librarian Megan Prueter.

Jacob and Megan presented information to the board about the upcoming Summer Reading Program. The theme for 2016 is “Read for the Win,” and both the adult and youth programs will reflect that theme in activities and promotional materials.

- Adult Prizes: Kindle Fire and \$100 worth of local gift cards. All participants will receive an EPL logo stress ball.
- Youth Prizes: A variety of items based on reading levels, including Happy Up gift cards, Cardinal’s tickets, Edison’s gift cards, and gift cards for local restaurants.

June 1st will be the kick-off party, which will include a bubble bus, music, an obstacle course, crafts, and ice cream for all (paid for by the ELF’s). The ELF’s will also hold a children’s books sale that day. Adult and Youth staff will be on hand at the June 4th Goshen Market to promote our summer reading program.

B. Disposition of regular minutes:

Motion by JoAnn Nabe, seconded by Sharon Whittaker, to approve the board meeting minutes for Wednesday, April 27th, 2016.

Motion carried.

C. Communications:

Susan received an email from Mayor Patton letting her know that he enjoyed his impromptu visit to our staff development day and that he would be happy to talk to staff again in the future.

The circulation staff related to Susan that the father who requested a changing table in the adult men's room thanked us for installing one. He said that it made it much easier for him to bring his kids to the library.

D. Committee Reports:

1) Building

Susan and Pete reported on the building expansion meeting May 10th with Mayor Patton and City Administrator Tim Harr, which Bob and Gary also attended. They recommended the following:

- The mayor appreciated the expansion plans with a second floor, but without the dogleg, and gave suggestions for labeling room use.
- Estimating the cost of glass vs. stone to save costs.
- The mayor suggested that we start saving money for the new building to show our commitment to the project.
- Taking photos of other recent library remodels and note how they used space, including visibility gained by the use of glass.
- They suggested waiting until April 2018 to present a referendum for vote because of other City projects currently in the pipeline.

The board discussed these recommendations, agreeing that the next course of action was to have a meeting (before the next board meeting) between the building committee and Rich Hampton to discuss our financing options. Susan will schedule this meeting and also get Joe Huberty's input on the viability of using more glass as a cost saving measure. The board discussed possibly hiring marketing experts to promote the project, and bringing the ELFs on board to help with community outreach to inform the public. Kim suggested that we provide the board with an EPL website navigation refresher for a possible "Did you Know?" campaign to promote all the library has to offer.

2) Personnel

Susan reported that Megan hired Tirzah Dawson, a college student, as a new clerk in the Youth department.

3) ELFs

Sharon reported:

- The ELF volunteer thank you lunch on May 20th was well attended and appreciated. She showed the board the ELF logo 2017 planners we gave out as attendance gifts.
- The ELFs will sell children's books at the Summer Reading kick-off party.
- July 14th will be the band concert date that the ELFs will hold their annual bake sale and book sale fundraiser.
- The hygiene kits are still doing well and the ELFs are making more for distribution at the library.

4) Finance

Motion by JoAnn Nabe, seconded by Kim Harrison, to approve the pre-paid bills in the amount of \$35,574.62.

Roll call:

Kim Harrison – yes
JoAnn Nabe – yes
Francie Powell – yes
Sharon Whittaker – yes
Gloria Zupanci – yes
Pete Fornof – yes

Motion carried.

Motion by JoAnn Nabe, seconded by Kim Harrison, to approve the bills to the City Clerk in the amount of \$21,474.06.

Roll call:

Kim Harrison – yes
JoAnn Nabe – yes
Francie Powell – yes
Sharon Whittaker – yes
Gloria Zupanci – yes
Pete Fornof – yes

Motion carried.

Susan presented the end of FY 2015/16 financial reports for board review. There is a \$22,930.00 surplus remaining.

E. Illinois Heartland Library System

Susan reported that IHLS requires the board to pass an annual motion to confirm that the library participates in a non-resident program, and to confirm by which method the library determines fees.

Motion by Kim Harrison, seconded by Francie Powell, to confirm that the library does participate in the non-resident program and that the library uses the tax bill method to determine the fee for non-resident cards.

Roll call:

Kim Harrison – yes
JoAnn Nabe – yes
Francie Powell – yes
Sharon Whittaker – yes
Gloria Zupanci – yes
Pete Fornof – yes

Motion carried.

F. Librarian-Director Report

Susan reported that the Youth department will be adding a BB8 Star Wars robot to their collection, which can allow the patron to use coding to control the robot's movements.

The IHLS Overdrive e-book/e-audio consortium voted to not renew our contract with Overdrive and to transfer owned titles to the 3M cloud library platform. The benefits will be a larger title

selection for more patrons and titles will now show up in the online catalog for patrons to request when searching or browsing.

Susan reported that the leaking media drop has been returned and the cost refunded to the library. The board agreed that Susan should purchase a dual book drop similar to what other libraries are using successfully, that have both print and media slots in one unit.

G. Unfinished Business

None.

H. New Business

None.

I. Presentation to Board

None.

J. Adjournment

Motion to adjourn by Sharon Whittaker, seconded by Gloria Zupanci. The meeting was adjourned by Vice President Fornof at 8:27 pm.