

MINUTES
Board of Trustees
Edwardsville Public Library

Date: Wednesday, February 22th, 2017
Time: 7:00 pm
Place: Meeting Room

A. Call to order and roll call of members:

Vice President Pete Fornof called the meeting to order at 6:56 pm.

Members Present:

Gary Denué
Pete Fornof
Chris Lafikes
JoAnn Nabe
Francie Powell (*arrived at 7:10 pm*)
Sharon Whittaker

Members Absent:

Kim Harrison
Bob LaRose
Gloria Zupanci

B. Introduction of guests:

Librarian-Director, Susan Carr; Assistant Director, Cary Harvengt; City of Edwardsville's Economic Community Development Director, Walter Williams

Walter Williams spoke to the board about a collaborative project he is working on with Susan to promote the library and to encourage foot traffic to local businesses. Amanda is making 3D printed models – “I ♥ Books” – and they will be hidden among store goods and publicized as a hide-and-seek promo on the City's social media outlets. Residents who find the 3D models will get to keep them, and the accompanying certificate will explain that they can visit the library for a complimentary canvas tote bag. The 3D printer and tote bags were funded by the ELFs. Walter will keep tabs as to how many 3D models have been found and how many are left, updating social media to encourage conversation and interest.

C. Disposition of regular minutes:

Motion by Gary Denué, seconded by Chris Lafikes, to approve the board meeting minutes for Wednesday, January 25th, 2017.

Motion carried.

D. Public Comment

This agenda item has been added to comply with the Open Meetings Act.

E. Communications:

None.

F. Committee Reports:

1) *Building*

Susan reported that there were nine email votes in favor of hiring Kane Mechanical to relocate and install the HVAC unit from the old Madison Mutual building. A formal ratification is needed.

Motion by Gary Denué, seconded by JoAnn Nabe, to approve hiring Kane Mechanical, at a cost of \$12,850.00, to relocate and install the Trane chiller air conditioner unit from Madison Mutual at the library.

Roll call:

Gary Denué – yes
Chris Lafikes – yes
JoAnn Nabe – yes
Francie Powell – yes
Sharon Whittaker – yes
Pete Fornof – yes

Motion carried.

2) *Personnel*

Susan reported that we nominated Amanda Endicott for The Oberman and Rich Reaching Forward Conference Grant, which recognizes the contributions of a support staff member to the library community and the role of support staff in libraries. Amanda is doing an excellent job as Circulation Manager.

Amanda conducted a staff survey on personal safety at the library. We will follow-up on areas that need to be addressed at the staff development day in April.

Cary and Amanda will attend the Reaching Forward South conference in Charleston, IL in April, and Susan, Jacob, and Amanda will attend the ALA conference in Chicago in June.

3) *ELFs*

Sharon reported:

- There has been an increase in VIP \$25 ELF memberships this year over last year.
- The ELFs are documenting procedures to prepare for and run their various events and fundraisers.
- The ELFs are willing to fund new meeting room chairs that would provide more comfort for longer programs. We are in the process of narrowing down choices.
- We have not found a “dial a story” replacement yet. We have Tumblebooks, an online alternative.

4) *Finance*

Motion by Gary Denué, seconded by JoAnn Nabe, to approve the pre-paid bills in the amount of \$65,421.05.

Roll call:

Gary Denué – yes

Chris Lafikes – yes
JoAnn Nabe – yes
Francie Powell – yes
Sharon Whittaker – yes
Pete Fornof – yes
Motion carried.

Motion by Gary Denué, seconded by Chris Lafikes, to approve the bills to the City Clerk in the amount of \$22,526.21.

Roll call:

Gary Denué – yes
Chris Lafikes – yes
JoAnn Nabe – yes
Francie Powell – yes
Sharon Whittaker – yes
Pete Fornof – yes
Motion carried.

G. Illinois Heartland Library System

Gary reported that the next IHLS board meeting will be held February 28th, 2017.

H. Librarian-Director Report

Susan reported that we have created and posted “Guidelines for Reference Services,” so that the public can be aware of what types of services we can and cannot provide.

Susan and Jacob met with SIUE Educational Outreach contact Rod Deutschmann to discuss their community partnership program. SIUE presents a nice array of computer/tech classes that we could pay for to offer our patrons. These affordable classes might work well in lieu of our staff trying to brush up on newer versions of software less commonly used. SIUE is mostly interested in the public teaching aspect of this program and this program may not provide what we need in terms of marketing assistance. Rod Deutschmann works freelance and Susan will schedule Rod, and Sherrie Hickman and her partner, to present at the March meeting. Steve Harrison may be able to meet with the board as well in the near future.

I. Unfinished Business

Susan suggested that board members might like to try out NetGalley – a book review/pre-pub service that she uses and enjoys.

J. New Business

None.

K. Presentation to Board

None.

L. Adjournment

Motion to adjourn the regular meeting by Pete Fornof, seconded by Francie Powell. The regular meeting was adjourned by Vice President Fornof at 8:06 pm.

Susan and Cary were dismissed and the board convened a short Executive Session that was adjourned approximately 30 minutes later.