

MINUTES
Board of Trustees
Edwardsville Public Library

Date: Wednesday, March 25th, 2015
Time: 7:00 pm
Place: Meeting Room

Call to order and roll call of members:

President Bob LaRose called the meeting to order at 7:08 pm.

Members Present:

Gary Denué
Pete Fornof
Kim Harrison
Bob LaRose
JoAnn Nabe
Francie Powell
Sharon Whittaker

Members Absent:

Emily Gates
Gloria Zupanci

A. Introduction of guests:

Assistant Director Cary Harvengt, Business Accountant Jill Schardt

B. Disposition of regular minutes:

Motion by Gary Denué, seconded by Francie Powell, to approve the regular board meeting minutes for Wednesday, February 25th, 2015.

Motion carried.

C. Communications:

Susan received a letter from State Representative Jay Hoffman thanking her for the opportunity to speak with her and other library members at the recent legislative breakfast in Edwardsville. He expressed his intent to continue to encourage funding for Illinois libraries.

Cary reported that our newest Adult Services Librarian, Devin Gordon, is doing a great job. Devin received a very complimentary email response from a patron she helped with genealogy materials. The patron was very “impressed” with Devin’s quick response and thankful for her thorough information.

D. Committee Reports:

1) *Building*

Cary reported that the large windows in the Youth Department, facing the patio, had blood smeared on them, and on the door handle one morning when staff opened. The police were called and they filed an incident report. The police mentioned that exterior security cameras

could possibly have helped them identify the person/people involved. This area of the library perimeter is shielded from street view and has been the location of problems in the past. Susan received a ball park bid from Barcom of \$1,600.00 to install two exterior cameras that will work with our current computer video monitoring equipment. The board agreed that we should proceed with this installation now rather than waiting for the next FY.

2) *Personnel*

Cary reported that annual staff evaluations are scheduled for the week of April 13th, 2015.

The Personnel Committee recommended to the full board that Librarian-Director Susan Carr receive a pay rate increase of 3% for FY 2015/2016.

Motion by Francie Powell, seconded by Kim Harrison, to approve a resolution to increase the Librarian-Director's pay rate by 3% (\$1,929.20) for FY 2015/2016.

Roll call:

Gary Denué – yes
Pete Fornof – yes
Kim Harrison – yes
JoAnn Nabe – yes
Francie Powell – yes
Sharon Whittaker – yes
Bob LaRose – yes

Motion carried.

The Personnel Committee requested that Susan Carr meet with Francie Powell and Bob LaRose in April for her annual evaluation – meeting date/time to be determined.

3) *ELFs*

Sharon handed out an account summary for 2014 detailing how ELF funds were spent to benefit the library. The library staff and patrons greatly appreciate the ELFs' continual efforts on their behalf.

Sharon mentioned that the ELFs are still utilizing the e-scrip program through Schnucks and that maybe it could be promoted more. Cary said she would help make promotional material if needed and discuss with Susan and Jacob if there is a way to promote on the website.

Sharon reported recent funding for the library as follows:

- \$630.00 for additional table for meeting room
- \$836.00 for a digital projector for library programs
- \$79.99 for a blu-ray player for library movie programs
- \$1,000.00 for the adult summer reading program and the staff/board summer reading program.

4) *Finance*

Motion by Pete Fornof, seconded by Kim Harrison, to approve the pre-paid bills in the amount of \$59,738.32.

Roll call:

Gary Denué – yes
Pete Fornof – yes
Kim Harrison – yes
JoAnn Nabe – yes
Francie Powell – yes
Sharon Whittaker – yes
Bob LaRose – yes
Motion carried.

Motion by Pete Fornof, seconded by Kim Harrison, to approve the bills to the City Clerk in the amount of \$22,226.80.

Roll call:

Gary Denué – yes
Pete Fornof – yes
Kim Harrison – yes
JoAnn Nabe – yes
Francie Powell – yes
Sharon Whittaker – yes
Bob LaRose – yes
Motion carried.

Jill reported that the 2014/2015 FY savings for the reserve fund will be approximately \$30,000.00.

E. Illinois Heartland Library System

Gary reported that the February meeting was postponed to early March. The State Librarian discussed with the group the possibility that per capita grants for FY 2015/2016 could be lowered due to State of Illinois budget cuts. The system and individual libraries could be affected.

F. Librarian-Director Report

Cary reported the following information for Susan:

- Susan attended the Legislative Breakfast on Friday, March 6. There were fifty-nine attendees total. Representatives Hoffman and Meier, and Senator Clayborn attended in person. Rodney Davis, Mike Bost, and John Shimkus sent staff.
- Susan attended an IHLS focus group in Springfield, including other directors from our geographic area. The library system is doing self-analysis by having members in these groups voice their concerns and ideas for change or improvement.
- Susan attended the Chamber of Commerce Annual Awards Dinner. The mayor approached her regarding another meeting to discuss library expansion and parking lot ideas. Susan and Bob have scheduled a meeting with the mayor for Tuesday, April 7th at 8:00 am.
 - As a side-note, Cary reported that the library survey conducted by SIUE graduate student Nathan O’Neill had a section regarding library expansion. While the full survey results are not complete, Nathan forwarded answers from the 160 respondents pertinent to this question: Should the library expand?

- a. 55% -- do not need to expand
- b. 30% -- expand by addition to existing building
- c. 15 % -- expand by adding a branch
 - i. Of these 15%, the south end of town was favored over other areas (north, west, or east).

The board agreed that the low number of respondents, not all of them library card holders, from this informal survey did not necessarily represent a clear indication of community views regarding expansion.

Susan mentioned in her board report that she wants to purchase five large outdoor banners that can be used for various occasions. Staples runs online sales periodically at \$10 each for the banners. Anne and Jacob and Susan have come up with possible ideas for wording: “National Library Day” / “Join Edwardsville Library Friends” / “Discover. Connect. Inspire” / “Sign up for Summer Reading Today!” and others. The board agreed that this was a good idea. Kim and Pete mentioned that we should check with the City first to get a clear understanding of their temporary signage ordinance. Pete also suggested that we might want to promote our new service, Rosetta Stone, on a banner.

Cary reported that the Little Free Library has been installed in LeClaire Park. Photos of the installation and a copy of a newspaper article about the project were supplied to the board. We thank Pete Fornof for getting the grant through the Goshen Rotary that funded this community service. Pete suggested that the Goshen Rotary could partner with the Library again next year for another grant.

Cary reported that the library’s new wireless printing service is up and running. Patrons can now print from their personal laptops in the library, from home computers, and from mobile devices. All print jobs will show up in the Gates Lab print queue for patron payment and printing and will stay in the print queue until library closing on the same day.

G. Unfinished Business

None.

H. New Business

JoAnn asked if we were keeping our Freegal downloadable and streaming music service. There has been discussion on low patron use. Gary mentioned that he thought Freegal was difficult to browse to find what he wanted, and other staff members have said the same thing. We are trying to promote one more time to boost usage, but we are leaning toward cutting part or all of this service in the next FY.

I. Presentation to Board

None

J. Adjournment

Motion to adjourn by Sharon Whittaker, seconded by Francie Powell. The meeting was adjourned by President LaRose at 8:26 pm.