

MINUTES
Board of Trustees
Edwardsville Public Library

Date: Wednesday, April 29, 2020
Time: 7:00 pm
Place: Virtual - Zoom

A. Call to Order and Roll Call of Members:

President LaRose called the meeting to order at 7:01 pm.

Members Present:

Gary Denué
Kim Harrison
Chris Lafikes
Bob LaRose
JoAnn Nabe
Francie Powell
Sharon Whittaker
Gloria Zupanci

Absent:

Allen Duncan

B. Introduction of Guests:

Director, Jill Schardt; Development & Outreach Librarian, Cary Harvengt; Head Librarian of Adult Services, Jacob Del Rio; Head of Technical Services, Gwen Bumpers

Jacob gave an overview of two grants he has recently secured:

- Action Grant from Illinois Humanities: \$4100
- NEA Big Read Grant from National Endowment for the Arts: \$10,300

We are really excited about the community opportunities these two large grants give the library, and look forward to making plans in the next FY. More details to follow.

Gwen thanked the board for their careful consideration of difficult situations related to Covid-19, as well as their continued support of library staff.

C. Public Comment: None.

D. Disposition of Regular Meeting Minutes:

Motion by Gary Denué, seconded by Sharon Whittaker, to approve the minutes of the Wednesday, February 26, 2020 Board meeting (*the March 2020 board meeting was cancelled due to Covid-19*).

Motion carried.

E. Communications:

Jill reported:

- Jill received a thank you card from the election judges for the library's hospitality. The coffee cart helps them get through the long polling day.
- A patron sent a thank you card to the library because we put together a basket of books for her mother, who resides in a retirement community.
- We were very happy to receive notification that EPL won SIUE's Community Partner Award. This award recognizes an exemplary community agency that supports SIUE students, or works with SIUE students to support the community at large.

F. Committee Reports:

1) *Facilities*

Boiler Project update:

GRP and Nooter are in the process of submitting bids for the fan coil inspections and the glycol conversion. The board agreed that the Facilities Committee can review and recommend action on this prior to the next board meeting.

Motion by Gloria Zupanci, seconded by Gary Denué, to allow the Facilities Committee to approve the best bid to go forward with this project, up to \$15,000.

Motion carried.

Bond Architects:

The board discussed moving forward with the remodel project by inviting Sue Pruchnicki from Bond Architects, Inc. to present updated proposals at the May board meeting (via Zoom).

Jill reported that all library book drops are currently locked, and she checks on the building several times a week.

2) *Personnel*

Motion by JoAnn Nabe, seconded by Francie Powell, to approve the Personnel Committee minutes from their April 1st committee meeting (via Zoom), wherein staff furloughs were discussed.

Motion carried.

Motion by Francie Powell, seconded by Kim Harrison, to ratify the email vote to furlough 25 library staff members from April 8, 2020 – April 30, 2020.

Motion carried.

Motion by Bob LaRose, seconded by Kim Harrison, to move into closed executive session at 8:27 pm to discuss possible extension of library staff furloughs.

Motion carried

Motion by Bob LaRose, seconded by Gary Denué, to return to open session at 8:39 pm.

Motion carried

Motion by Francie Powell, seconded by Kim Harrison, to extend the furlough of 25 library staff members until further notice.

Motion carried

3) *Policy*
None

4) *Finance*

Motion by Francie Powell, seconded by JoAnn Nabe, to ratify the March pre-paid bills in the amount of \$73,776.24, and the April bills to the City Clerk in the amount of \$71,334.52.

Roll call:

Gary Denué – yes
Kim Harrison – yes
Chris Lafikes – yes
JoAnn Nabe – yes
Francie Powell – yes
Sharon Whittaker – yes
Gloria Zupanci – yes
Bob LaRose – yes

Motion carried.

Motion by Sharon Whittaker, seconded by Gloria Zupanci, to approve the Sine Die bills in the amount of \$16,270.36.

Roll call:

Gary Denué – yes
Kim Harrison – yes
Chris Lafikes – yes
JoAnn Nabe – yes
Francie Powell – yes
Sharon Whittaker – yes
Gloria Zupanci – yes
Bob LaRose – yes

Motion carried.

Motion by Kim Harrison, seconded by JoAnn Nabe, to approve the April pre-paid bills in the amount of \$82,739.76.

Roll call:

Gary Denué – yes
Kim Harrison – yes
Chris Lafikes – yes
JoAnn Nabe – yes
Francie Powell – yes
Sharon Whittaker – yes
Gloria Zupanci – yes
Bob LaRose – yes

Motion carried.

Motion by Kim Harrison, seconded by Gloria Zupanci, to approve the May bills to the City Clerk in the amount of \$150.05.

Roll call:

- Gary Denué – yes
- Kim Harrison – yes
- Chris Lafikes – yes
- JoAnn Nabe – yes
- Francie Powell – yes
- Sharon Whittaker – yes
- Gloria Zupanci – yes
- Bob LaRose – yes

Motion carried.

5) *Nominating*

None

6) *Executive*

None

7) *Ad Hoc Committees*

None

G. Illinois Heartland Library System

Gary reported:

- Mine subsidence repairs were approved for the system office to begin during the current closure.
- The system’s van fleet will now be leased through Enterprise for five-year terms, which will include maintenance, GPS, and the ability to trade in vehicles at 150k miles.

H. ELF Liaison

Sharon reported:

- The ELF board has not met due to Covid-19.
- The trivia night fundraiser has been cancelled, with hopes of rescheduling.
- Discussions about safe protocol for volunteers continues in preparation for when the library re-opens.

I. Library Director’s Report

Jill reported:

- Board members should have received, via email from the County Clerk’s office, their statements of economic interest that can be submitted online. The deadline has been extended to June 1.
- The final rate setting EAV came in at \$786.1M, an increase of \$33.5M. The library’s rate for 2019 will be .1911 vs a rate of .1794 for 2018. It is important to note that \$132k of the \$152k increase for the library is due to the bucket swap with the City for our IMRF and payroll taxes.

- Covid-19 Update:
 - Jill is following CDC, state, local, and library conversations regarding: staged reopening, staff spacing, staggered shifts, protective measures and supplies.
 - The Metro East Public Library group consensus is that local libraries will not be offering curbside services in May.
 - On-site Summer Reading program events have been cancelled.
 - Librarians are waiting for the results of studies being conducted where library materials are being tested for Covid-19 after certain lapses of time.
- LuAnne Locke, owner of Afterwords Books, is happy to receive our boxes of “advanced readers’ copies” (books we get free from publishers) to hand out to her curbside customers. Jill will put “courtesy of” library labels on the books before she delivers them to LuAnne.
- Jill showed samples of City Banners that have been designed to promote the Library on City light poles, as part of the City’s new banner acquisition project. We hope to have four banners hung around the downtown area.

J. Unfinished Business

None

K. New Business

- The board discussed and approved board meeting dates for the next fiscal year:

2020

May 27

June 24

July 29

August 26

September 30

October 28

November 23 (*Monday*)

December – None

2021

Jan 27

Feb 24

Mar 31

April 28

- The State of Illinois requires the Board to pass an annual motion to confirm that the library participates in a non-resident program, and to confirm the method used to determine fees. **Motion** by Gloria Zupanci, 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 fees.

Roll call:

Gary Denué – yes

Kim Harrison – yes
Chris Lafikes – yes
JoAnn Nabe – yes
Francie Powell – yes
Sharon Whittaker – yes
Gloria Zupanci – yes
Bob LaRose – yes
Motion carried.

L. Presentation to or Discussion with the Board

None

M. Adjournment

Motion to adjourn the regular meeting by Sharon Whittaker, seconded by JoAnne Nabe. The regular meeting was adjourned by President LaRose at 8:43 pm.