

MINUTES FOR THE BOARD OF TRUSTEES OF THE EDWARDSVILLE PUBLIC LIBRARY

Monday, February 12, 2024, 6:30 p.m. at the Edwardsville Public Library

Call to Order and Roll Call of Members

6:46 p.m.

Board members present:

Robert LaRose, President

Jessica DeSpain, Vice President

Kim Harrison, Secretary

Gary Denué

Ryan Jumper (online)

Jamie Pence

Board members absent:

Rob Nunn

Michael McLean

Francie Powell

Introduction of Staff and Guests

Staff: Diana Brawley Sussman, Director

Guests: None

Public Comment

None.

Disposition of Regular Meeting Minutes

1. Approval of January 3, 2024 Board meeting minutes. Jamie Pence moved to approve these minutes. Gary Denué seconded. MOTION passed unanimously.

Communications

The Director shared Board of Review notices.

Presentation to or discussion with the Board

None.

Committee Reports

1. Finance

- I. Approve Prepaid Bills and Bills to City Clerk. Kim Harrison moved to pay Bills to the City Clerk in the amount of \$54,913.10. Gary Denué seconded. Roll was called. MOTION passed unanimously. Gary Denué moved to approve prepaid bills totaling \$73,107.79. Kim Harrison seconded. Roll was called. MOTION passed unanimously. The Board asked the Director to find out whether payments for Chair Yoga are paid in advance.
- II. Approve payment of \$27,608 to Berco Construction, Inc. for completion of roof repair. Payment included in approved bills to the City Clerk.
- III. Review financial statements. The Board asked the Director to find out what “escape” is on the financial spreadsheet. (It’s Worker’s Comp Insurance).

2. Facilities

- I. Sump Pump. A second sump pump should prevent the frequent malfunction of the single pump we currently have (which is under warranty and has broken twice in the past six months). The quote from our contracted service provider is just over \$19,000. Robert LaRose made a motion to approve the purchase (up to \$20,000), pending Matt Taul’s recommendation. Jessica DeSpain seconded. Roll was called. MOTION passed unanimously.
- II. HVAC. We need an HVAC independent analysis. The Board asked the Director to Ask Matt Taul for advice on this.

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- III. Exterior fencing. The Park District is seeking quotes for fence repair in City Park and including a request for separate pricing for the library's fence (for the Library Board's consideration) as they are similar fences on the same property and both need to be re-seated.
 - IV. Landscaping bricks along entryway walkway. The bricks are sinking. Gary Denué suggested putting them in stone dust instead of sand and then putting sand and cement between the joints.
 - V. Exterior painting. The Director will investigate the cost of this project.
 - VI. Other. None.
3. Personnel
- I. Review and accept employee pay scale. Jessica DeSpain moved to accept the pay scale presented by the Director. Kim Harrison seconded. Roll was called. MOTION passed unanimously.
 - II. Director's performance review
Executive Session: [*The Board may go into closed session to consider employment/appointment matters. [5 ILCS 120/2(c) (1) The Library Board reserves the right to return to open session to act on these matters).*]
Jessica DeSpain made a motion to do the review in March. Jamie Pence seconded. MOTION passed unanimously. Jessica DeSpain will reach out to Amanda Tucker in HR to explain the delay.
4. Policy. None.
 5. Nominating. None.
 6. Executive. None.
 7. Ad Hoc Committees. None.

ELF Liaison

Nothing to report.

Library Director's Report

1. Sexual Harassment training. The Director will resend the link to Board Members and bring the forms for them to sign at the March meeting.
2. Other. None.

Unfinished Business

New Business

The Board asked the Director to conduct an internal evaluation of hours for potential expansion. Opening earlier on Sunday seems advantageous.

Adjournment

8:04 Kim Harrison moved to adjourn at 8:04 p.m. Gary Denué seconded.

Board Meetings for 2024. All meetings will take place on the first Wednesday of the month at 6:30 p.m. at the library: January 3, February 7, March 6, April 3, May 1, June 5, July 3, August 7, September 4, October 2, November 6, December 4, 2024.