

**MINUTES**  
**Board of Trustees**  
**Edwardsville Public Library**

Date: Wednesday, July 26 2023

Time: 7:00 pm

Place: Library

**Call to Order and Roll Call of Members:**

Jessica DeSpain called the meeting to order at 7:03 p.m.

**Board Members Present:**

Robert LaRose, President (remote attendance)

Jessica DeSpain, Vice President

Kim Harrison, Secretary

Ryan Jumper

Michael McLean

Jamie Pence

Francie Powell

**Board Members Absent:**

Gary Denué

Rob Nunn

**Staff Present:**

Diana Brawley Sussman, Library Director

**Guests Present:**

None

**Public Comment**

None

**Disposition of Regular Meeting Minutes**

The Board noted that minor corrections were made to Illinois Public Library Annual Report after the Board's review at the June meeting. Michael McLean made a motion to approve the Board meeting minutes from June 28, 2023. Francie Powell seconded. MOTION passed unanimously.

**Communications**

None

**Committee Reports**

1. Facilities

- I. Roof repair. The insurance adjuster and contractor are supposed to be negotiating price.
- II. Alarm system. Discussed switching to the City's contracted alarm services for a minimal cost and reduced monthly fees so that alarm calls will go directly to first responders. The Board had no objection to this change.

2. Personnel

- I. Rachel Dempsey will be promoted to the Youth Services Assistant position at the recommendation of the Children's Librarian. This position has been vacant for some time.

### 3. Policy

- I. Public Comment Statement. The Board reviewed two proposed statements and there was some preference for the more concise statement. They asked the Director to look at the city's public comment statement, and perhaps run the drafted statement by the City Attorney. The Board will then review it again next month.
- II. Non-Business Hours Use of Library – Damages, Indemnification, and Applicant-Hold-Harmless Agreement Form. Ryan Jumper made a motion to approve the policy changes. Kim Harrison seconded. Roll was called. MOTION passed unanimously.

### 4. Finance

- I. Approve Prepaid Bills and Bills to City Clerk. \$37,764.56 Kim Harrison moved to approve the August bills. Francie Powell seconded. Roll was called. MOTION passed unanimously. July bills of \$75,771.43. Ryan Jumper moved to approve these bills. Kim Harrison seconded. Roll was called. MOTION passed unanimously.
- II. Reviewed financial statements.
- III. Credit cards. The Board discussed the possibility of switching from Bank of America credit cards to the city's purchasing cards. The Director will look into the city's payment approval protocols, and any pros and cons.

### 5. Nominating.

Nothing to report.

### 6. Executive

Nothing to report.

### 7. Ad Hoc Committees

Nothing to report.

### **ELF Liaison**

1. ELF Finances. The ELF group is a separate volunteer-led 501C3 organization, and they are doing their finances independently. The Board advised that the group should do an annual internal audit, and could consider hiring a bookkeeper.

### **Library Director's Report**

The Director addressed each of the agenda items.

### **Unfinished Business**

None

### **New Business**

1. Opera Edwardsville application for after-hours use of patio presentation room. The Director will forward the newly revised application and agreement forms to Opera Edwardsville for official approval at the August meeting. The Board has no objection to their proposed event and patio rental.

2. Proposed "landmarking" of Miriam McKinnie murals. The Director will look at whether the murals are specifically insured. Discussion comments: We are preserving them anyway. Some Board Members remember them fondly from childhood and consider them significant. There is a

concern that 20 or more years from now we will be obliged to renovate around the murals (though we've done so voluntarily in the past). What limits would that impose on the library? Could we move, store, or donate the murals to another organization? What type of preservation is required? What if they get damaged? What is our liability? Is there something short of landmarking that leaves the library with more control of the murals? The Director will invite Kathryn Biarkis from the HPC to present her proposal to the Board and answer their questions.

**Adjournment**

Michael McLean moved to adjourn. Jessica DeSpain seconded. Meeting adjourned at 8:16 p.m.

Respectfully submitted:

Kim Harrison, Secretary

Prepared by: Diana Brawley Sussman, Library Director

Board Meetings for 2023. All meetings will take place on the last Wednesday of the month at 7:00 p.m. at the library: January 25, February 22, March 29, April 26, May 31, June 28, July 26, August 30, September 27, October 25, November 29, 2023 (no meeting in December).