

MINUTES
Board of Trustees
Edwardsville Public Library

Date: Wednesday, June 26th, 2019
Time: 7:00 pm
Place: Meeting Room

A. Call to Order and Roll Call of Members:

President LaRose called the meeting to order at 7:00 pm.

Members Present:

Gary Denué
Kim Harrison
Chris Lafikes
Bob LaRose
JoAnn Nabe
Francie Powell
Sharon Whittaker (*arrived 7:05 pm*)

Absent:

Pete Fornof
Gloria Zupanci

B. Introduction of Guests:

Director Jill Schardt, Development & Outreach Librarian Cary Harvengt, Superintendent of Streets & Fleet Maintenance Matt Taul.

Matt Taul is responsible for buildings & grounds for the City of Edwardsville and will assist the library with projects that require expertise outside the scope of the library director and board. He will help manage future building projects to ensure quality of work and timely completion.

C. Public Comment: None.

D. Disposition of Regular Meeting Minutes:

Motion by Kim Harrison, seconded by Gary Denué, to approve the minutes of the Wednesday, May 29th, 2019 Board meeting.

Motion carried.

E. Communications:

Jill reported:

- Jill received a thank you note from Anna Yackle at IHLs for providing the meeting room for their trustee development workshop, which was popular with the 26 attendees.
- Jill received two complaints from patrons about staff interactions. While this is an infrequent occurrence, Jill discussed each incident with both staff members in question to ensure clear directives on excellent customer service.
- Jill met with an MLIS graduate who would like to volunteer her time to assist with book repairs. Bob suggested that we discuss this with City HR and the City attorney to make sure we are in compliance with any applicable laws.

F. Committee Reports:

1) *Facilities*

Matt Taul reported that Kane Mechanical was the lowest responsible bidder for the boiler project with a bid of \$75,000. Matt will draft a Notice of Award as the next step in the process of getting the boiler and control system updated. Estimated installation date is September or October of 2019.

Motion by Gary Denué, seconded by Kim Harrison, to approve hiring Kane to complete the boiler project for \$75,000, and giving authority to Matt Taul to compose the Notice of Award.

Roll call:

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

Motion carried.

Matt will also assist in overseeing our chosen architect for library remodeling projects. He suggested that before signing a final commitment with an architect, we contact previous clients to inquire about ease and timeliness of communications and responses, and if their projects were completed on time without excessive cost overruns.

The Facilities Committee met last week. After considering proposals from three architects, they are recommending the library go with Bond Architects from St. Louis due to their considerable experience with library remodels of various sizes.

Motion by Kim Harrison, seconded by Francie Powell, to approve hiring Bond Architects for the library building project, contingent on a favorable report from Jill to the Facilities Committee after receiving feedback from previous clients.

Motion carried.

2) *Personnel*

None.

3) *Policy*

None.

4) *Finance*

Motion by Gary Denué, seconded by JoAnn Nabe, to approve the pre-paid bills in the amount of \$80,339.01.

Roll call:

- Gary Denué – yes
- Kim Harrison – yes
- Chris Lafikes – yes

JoAnn Nabe – yes
Francie Powell – yes
Sharon Whittaker – yes
Bob LaRose – yes

Motion carried.

Motion by Gary Denué, seconded by Francie Powell, to approve the bills to the City Clerk in the amount of \$17,422.59.

Roll call:

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

Motion carried.

5) *Nominating*
None

6) *Executive*
None

7) *Ad Hoc Committees*
None

G. Illinois Heartland Library System

Gary reported that IHLS provided its first “non-tech” course through SHARE: “Design Thinking for Librarians,” which was well attended. The library sent three staff members.

H. ELF Liaison

Sharon reported:

- Pat Costigan, ELF board president, has asked for suggestions of individuals and businesses that might agree to be financial sponsors, or provide auction donations, for the trivia fundraiser next March.
 - Kim brought up the subject of the ELFs acquiring 501c3 status because many businesses have strict policies about only donating to entities that have this status. Jill mentioned that the topic has come up in the past, and she will investigate further.
- Baked items are requested for the July 11th band concert fundraiser.
- New logo items will be for sale soon in Carnegie’s.

I. Library Director’s Report

Jill reported:

- Police were able to serve a no-trespass on the male patron we have been trying to serve for months.

- Due to EAV actuals vs. projected, the library's rate went from .1800 to .1796 while our levy increased 1.85%.

Cary reported:

- The initial phase of clearing out and cleaning the three storage rooms on the lower level has been completed. Damaged and outdated items, and trash, was removed by Stan's Hauling. Cary plans to organize remaining items that need to be stored so that they are easily accessible and make the best use of limited space.
- The review and organization of the Genealogy print collection is underway. Mary Westerhold and Mike Reinhardt will consult closely with Cary, Jacob and Devin to ensure the collection represents and responds to Madison County and Edwardsville interests first and foremost.

J. Unfinished Business

None

K. New Business

Motion by JoAnn Nabe, seconded by Kim Harrison, to designate the Treasurer of the city of Edwardsville as the custodian of the funds of the Edwardsville Public Library.

Motion carried.

L. Presentation to or Discussion with the Board

None

M. Adjournment

Motion to adjourn the regular meeting by Sharon Whittaker, seconded by JoAnn Nabe. The meeting was adjourned by President LaRose at 8:36 pm.