

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

Date: Wednesday, May 27, 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.

Present:

Denué  
Duncan  
Harrison  
Lafikes  
LaRose  
Nabe  
Powell  
Whittaker  
Zupanci

Absent:

**B. Introduction of Guests:**

Library Director Jill Schardt; Development & Outreach Librarian Cary Harvengt; Sue Pruchnicki from Bond Architects.

**C. Public Comment:**

None.

**D. Disposition of Regular Meeting Minutes:**

**Motion** by Gary Denué, seconded by JoAnn Nabe, to approve the board meeting minutes for 4/29/20.

**Motion carried.**

**E. Presentation to or Discussion with the Board:**

Sue Pruchnicki from Bond Architects, Inc. joined us to present her basic design plans for our remodel. Sue discussed each area and allowed time for Q&A. She is happy to provide more detail once our priority areas have been chosen. The board agreed to go forward with the following steps: 1) The Facilities Committee will meet next week to discuss project prioritization 2) Jill will get details for the City's bid timeline; and 3) members will discuss proposing a budget recommendation for the full board.

**F. Communications:**

Jill made the board aware that she received an email from the new VP of Service Operations from Kane asking for a meeting with the board to discuss continuation of service for the library. No action at this time.

**G. Committee Reports:**

1) *Facilities*

Based on the motion from April's meeting, the Facilities Committee reviewed the bids for the fan coil/equipment inspections and the conversion to glycol and decided to move forward with GRP. GRP's combined bid for the two jobs was \$13,697. Work started on May 26, 2020.

2) *Personnel*

Jill reported that 3 full-time and 1 part-time staff members were brought back to work as of 5/24. She also plans to bring back 3 part-time staff members, based on job description and seniority, on 5/31 to assist with curbside pick-up. This leaves 18 staff members still furloughed (1 full-time and 17 part-time).

3) *Policy*

None.

4) *Finance*

**Motion** by Kim Harrison, seconded by Gary Denué, to approve the May **pre-paid bills** in the amount of \$26,624.27.

**Roll call:**

Denué – yes

Duncan – yes

Harrison – yes

Lafikes – yes

Nabe – yes

Powell – yes

Whittaker – yes

Zupanci – yes

LaRose – yes

**Motion** by Kim Harrison, seconded by Chris Lafikes, to approve the May **bills to the City Clerk** in the amount of \$10,660.70

**Roll call:**

Denué – yes  
Duncan – yes  
Harrison – yes  
Lafikes – yes  
Nabe – yes  
Powell – yes  
Whittaker – yes  
Zupanci – yes  
LaRose – yes

5) *Nominating*  
None.

6) *Executive*  
None.

7) *Ad Hoc Committees*  
None.

**H. Illinois Heartland Library System:**

Gary reported:

- The system is discussing opening their offices on June 1, with split shifts and several people still working from home.
- They hope to start delivery to release all materials that have been stuck “in transit” on June 1.
- Tubs will be sanitized often.
- They are hoping to re-start ILL in early July.
- All these plans are fluid.
- The mine subsidence repairs at the system building have turned up several unexpected problems that will require additional funding.

**I. ELF Liaison**

Sharon reported:

- The ELF board has not met for a meeting since the shelter-at-home order was issued. They hope to begin ZOOM meetings soon. Jacob has offered to assist.
- Sharon will ask the board if they are willing to offer some of their donated stock for patrons during curbside-pickup, possibly with a donation jar.

## **J. Library Director's Report**

Jill reported:

- Jill reminded board members to complete their Statement of Economic Interest forms online.
- Jill displayed the four street post banner designs created for the Library which will be included with other City banners along downtown streets this year.
- Based on the grant review call, it seems unlikely that we will receive a Live & Learn Construction Grant this year due to the number of applicants and the limited funds available.

## **K. Unfinished Business**

### **L. New Business**

Jill presented and the board discussed the library's phase 3 reopening plans. The board was pleased with the plan and asked that we include "fluidity" wording.

**Motion** by Sharon Whittaker, seconded by Gloria Zupanci, to approve the library's Reopening Plan for Phase 3.

#### **Roll call:**

Denué – yes

Duncan – yes

Harrison – yes

Lafikes – yes

Nabe – yes

Powell – yes

Whittaker – yes

Zupanci – yes

LaRose – yes

### **M. Adjournment**

Motion to adjourn by Sharon Whittaker, seconded by Gary Denué. The meeting was adjourned by President LaRose at 9:09 pm.