

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

Date: Wednesday, May 31, 2023  
Time: 7:00 pm  
Place: Library

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

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

**Present:**

Denué  
Harrison  
Jumper – arrived at 7:10pm  
LaRose  
McLean  
Nunn  
Pence  
Powell

**Members Absent:**

DeSpain

**B. Introduction of Guests:**

Library Director, Jill Schardt  
Diana Brawley Sussman

**C. Public Comment:**

None

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

None

**E. Disposition of Regular Meeting and Special Meeting Minutes:**

**Motion** by Rob Nunn, seconded by Gary Denué, to approve the board meeting minutes from April 26, 2023.

**Motion carried.**

**F. Communications:**

Bob welcomed Jamie Pence as the Library's new Board Member, appointed by Mayor Risavy on May 2, 2023, and Jamie introduced herself to the Board.

The Library Board and Library Friends received a thank you card from JoAnn Nabe's son expressing thanks for the flower arrangement. He wrote, "One of many proud moments for us is her legacy with the library. As you know, she worked hard for the library with all her heart."

## G. Committee Reports:

### 1) *Facilities*

Berco Construction submitted a quote for two scenarios to fix the tree damage to the roof. The City sent this to the insurance company, CCMSI, and they sent an appraiser to evaluate and work with the contractor.

There have been two recent power outages that have required manual restarts to the chiller, and the sensors for the pipes in the adult library are expected soon.

### 2) *Personnel*

Emily Wilkens, Cataloger, left her position at EPL on May 12 to start full-time at Public Works. Emily worked part-time at both the Library and Public Works, but the part-time position was replaced by a full-time position as of May 1.

Gwen Bumpers hired an internal candidate, Charlie Jorgenson, for the Cataloger position effective May 28.

Greg Kessler will start his position as the Head Librarian of Adult Services on June 13.

Jill Schardt's last day as Director will be June 9, 2023, and Diana Brawley Sussman's first day as Director will be June 26.

### 3) *Policy*

**Motion** by Michael McLean, seconded by Gary Denué, to adopt the revised Cataloger job description.

#### **Roll call:**

Denué – yes

Harrison - yes

Jumper - yes

McLean - yes

Nunn - yes

Pence - yes

Powell - yes

LaRose - yes

**Motion carried**

### 4) *Finance*

**Motion** by Gary Denué, seconded by Kim Harrison, to approve the May **Bills to the City Clerk** in the amount of \$23,106.47.

**Roll call:**

- Denué – yes
- Harrison - yes
- Jumper - yes
- McLean - yes
- Nunn - yes
- Pence - yes
- Powell - yes
- LaRose - yes

**Motion carried**

Jill explained that the City has started using Munis for the A/P process, and it is not clear how to run some of the detailed reports at this point. Prepaids for May will be on June’s statement.

5) *Nominating*

None.

6) *Executive*

None

7) *Ad Hoc Committees*

None

**H. ELF Liaison Report**

The Library Friends contributed \$5,045 to the youth and adult summer reading programs this year. The funds will be used for prizes and summer programs, as well as the bubble bus and ice cream for the kick-off party.

**I. Library Director’s Report**

Jill reported:

The Library received the Per Capita Grant award letter indicating that the grant will be \$39,541.80 for this fiscal year.

Jill ran reports from Polaris to check on the D7 library card usage. 181, or 3.8%, of the 4,751 Edwardsville cards were used. Non-resident usage was 106, or 6.5%, compared with 75, or 2.5%, of City residents.

Madison County sent out tax bills for the 2022 tax year. The Library’s multiplier is 0.001578 down from 0.001656.

**J. Unfinished Business**

None

**K. New Business**

Bob LaRose appointed new committees for the upcoming year as follows:

**Personnel Committee**

Jessica DeSpain, Chair  
Jamie Pence  
Francie Powell

**Finance Committee**

Rob Nunn, Chair  
Gary Denué  
Ryan Jumper

**Facilities Committee**

Michael McLean, Chair  
Kim Harrison  
Jamie Pence

**Policy Committee**

Kim Harrison, Chair  
Jessica DeSpain  
Ryan Jumper

**Nominating Committee**

Francie Powell, Chair  
Rob Nunn  
Michael McLean

Motion by Michael McLean, seconded by Gary Denué, to appoint the committees as recommended by Bob LaRose.

**Roll call:**

Denué – yes  
Harrison - yes  
Jumper - yes  
McLean - yes  
Nunn - yes  
Pence - yes  
Powell - yes  
LaRose - yes

**Motion carried**

**Resolution of Appreciation for Jill Schardt**

Bob LaRose read a resolution thanking Jill for her 10 years of service to the Library.

**Motion** by Kim Harrison, seconded by Gary Denué, to approve the resolution of appreciation for Jill Schardt.

**Motion carried.**

**L. Adjournment**

**Motion** to adjourn by Kim Harrison, seconded by Michael McLean. The meeting was adjourned by Robert LaRose at 7:41 pm.