

MINUTES
Board of Trustees
Edwardsville Public Library

Date: Wednesday, October 27, 2021
Time: 7:00 pm
Place: Library

A. Call to Order and Roll Call of Members:

Bob LaRose called the meeting to order at 7:02 pm.

Present:

Denué
DeSpain
Lafikes
LaRose
Powell
Whittaker
Zupanci

Absent:

Duncan
Harrison

B. Introduction of Guests:

Library Director Jill Schardt

C. Public Comment:

None

D. Disposition of Regular Meeting Minutes:

Motion by Francie Powell, seconded by Gloria Zupanci, to approve the board meeting minutes for September 29, 2021.

Motion carried.

E. Presentation to or Discussion with the Board

None

F. Communications:

A patron called with concerns about LGBTQ+ books on display in the youth library. She cares about the children impacted and believes both the subtle use of non-binary pronouns in stories and the books on display on the subject are glamorizing or promoting what she considers to be a mental illness that children should be treated for. She stated that there are many concerned parents afraid to speak up for fear of backlash.

G. Committee Reports:

1) *Facilities*

Dave Thomas indicated our external sign should be installed the week of November 1.

Remodel Update – Furniture will be delivered soon. Progress is being made, and things are finally starting to near completion. Patrons seem pleased with the changes so far.

Several of the clay tiles on the roof are broken and could allow water in. Cary met with a representative of Old World Roofing to get a quote to repair the tiles.

Jill is working with Kane to get a quote for maintenance on our HVAC equipment. We have not had a maintenance contract for several years due to Kane’s new ownership, COVID, and the renovation project. Kane does not seem to have any records on our filter sizes even though they have done the maintenance for years, because records were lost when the company was purchased.

2) *Personnel*

3 job openings:

Nathanael Dollar, former circulation clerk, has accepted the position of Facilities Coordinator. Background check is pending.

Sam Beach has accepted a position as circulation clerk. Background check is pending.

Jill and the board discussed the circulation manager interview process. For the first round of interviews, Jill met with 8 candidates via zoom for a 30-45 minute discussion. She invited 5 applicants (3 external and 2 internal) back for an in-person interview the first week in November. Jacob Del Rio will sit in on the interviews.

3) *Policy*

None

4) *Finance*

Motion by Gary Denué, seconded by Jessica Despain, to approve the October **pre-paid bills** in the amount of \$79,082.86.

Roll call:

Denué - yes

DeSpain - yes

Lafikes - yes

Powell - yes

Whittaker - yes

Zupanci - yes

LaRose – yes

Motion carried

Motion by Gary Denué, seconded by Francie Powell, to approve the October Bills to the **City Clerk** in the amount of \$72,738.44.

Roll call:

Denué - yes

DeSpain - yes

Lafikes - yes

Powell - yes

Whittaker - yes

Zupanci - yes

LaRose – yes

Motion carried

While reviewing the financial statements with the board Jill noted:

- Payroll is \$71k favorable ytd. Jill indicated that she is staffing lighter than budgeted due to the fact that traffic in the library is still down significantly from two years ago.
- An exiting employee received a \$4.4k payout of vacation and sick accruals per the personnel code.
- Year-to-date we have paid Tindall \$527k.

The tax levy for FY 2022-2023 was discussed, and the board agreed to set the levy request at \$1,543,000. The levy was held flat from 20-21 to 21-22 to demonstrate to the community that we recognized the impact COVID has had here. This \$41k, or 2.7%, increase is necessary to cover increases in payroll due to modest salary increases, minimum wage increases, and health insurance costs. We will budget to be fully staffed hoping that traffic will resume normal levels.

Jill and the board had a discussion on including the tuck pointing and cleaning of the exterior limestone in the next budget year. There is some concern about the possibility of the limestone being damaged during that process, so this will be investigated.

Motion by Francie Powell, seconded by Gloria Zupanci, to set the 2022-2023 tax levy request at \$1,543,000.

Roll call:

Denué - yes

DeSpain - yes

Lafikes - yes

Powell - yes

Whittaker - yes

Zupanci - yes

LaRose – yes

Motion carried

5) *Nominating*
None

6) *Executive*
None

7) *Ad Hoc Committees*
None

H. ELF Liaison

Sharon reported:

- Funding Candy for the parade
- Funding Furniture
- Made a good amount of money at the book fair
- Discussion on Library Friends signage, library space, and use of funds

The board came to the conclusion that Bob will clarify the trustees' expectations to the President of the Edwardsville Library Friends. The library board has the authority over the building in its entirety, and they have appointed library staff to handle this on a day-to-day basis. The board and staff want the newly remodeled areas to be a cohesive space with consistent signage and to remain uncluttered. Bob also stated that the Friends may choose to say yes or no to funding requests from library staff, but they cannot spend the money on things that are not approved for usage by the director as approved by the library board.

I. Library Director's Report

Jill reported:

Shaina Paddick from Dieterich Bank called asking for ways to become more involved in the community and the library. They discussed the bank possibly funding the purchase of books for our Stories on the Move project.

The Edwardsville Book Festival was a success, even though the first date was rained out.

EPL is joining Illinois Libraries Present, a statewide programming cooperative that was conceived during the pandemic by a group of libraries wanted to provide high-quality online events for their patrons featuring nationally recognized authors. This will cost us \$375 for six events.

2020 certified census number for Edwardsville is 26,808, vs. 26,631 in 2014.

The City is considering going from 10 to 12 holidays, adding Juneteenth and Christmas Eve. To give library staff the same number of holidays, we could add Juneteenth and possibly the day after Thanksgiving. We will resume this discussion once the City has made their changes.

J. Unfinished Business

K. New Business

Jill and the board reviewed chapters 1 – 6 of Serving Our Public 4.0 for the Per Capita Application. They noted things we have accomplished since last year's review and open items still remaining.

Adjournment

Motion to adjourn by Gary Denué, seconded by Gloria Zupanci. The meeting was adjourned by Bob Larose at 8:42pm.