

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

Date: Wednesday, September 26, 2018  
Time: 7:00 pm  
Place: Meeting Room

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

Secretary Francie Powell called the regular board meeting to order at 7:00 pm.

Members Present:

Gary Denué  
Kim Harrison  
Chris Lafikes  
JoAnn Nabe  
Francie Powell  
Sharon Whittaker  
Gloria Zupanci

Absent:

Pete Fornof  
Bob LaRose

**B. Introduction of guests:**

Library Director, Jill Schardt

**C. Public Comment:**

None.

**D. Disposition of Minutes:**

**Motion** by JoAnn Nabe, seconded by Sharon Whittaker, to approve the board meeting minutes for August 29, 2018.

**Motion carried.**

**E. Communications:**

The American Red Cross sent a thank you note for their blood drive that took place at the library on September 14, 2018. They had 19 donors and collected 13 units of blood.

Jill received a voicemail from a patron complaining about how the public library is not accessible to the public during the many city events in the park.

**F. Committee Reports:**

*1) Facilities*

Jill reported:

- Joe Hutton from Miller & Maack conducted his preliminary inspection. He identified an active leak in the flat roof, two leaking/dripping HVAC pans and a loose light track. Randolph is following up with the appropriate vendors.

- The new 3D people counter was installed in September.

2) *Personnel*

The Personnel Committee agrees with the approach the Policy Committee is taking in regards to the continued discussion with the City on adoption of the City’s personnel code.

3) *ELFs*

Sharon reported:

- The ELFs have agreed to pay for the prizes for the library’s photo contest which takes place in October.

4) *Finance*

**Motion** by Kim Harrison, seconded by JoAnn Nabe, to approve the pre-paid bills in the amount of \$68,088.96.

**Roll call:**

- Gary Denué – yes
- Kim Harrison – yes
- Chris Lafikes – yes
- JoAnn Nabe – yes
- Sharon Whittaker – yes
- Gloria Zupanci – yes
- Francie Powell – yes

**Motion carried.**

**Motion** by Kim Harrison, seconded by Gary Denué, to approve the bills to the City Clerk in the amount of \$29,318.88.

**Roll call:**

- Gary Denué – yes
- Kim Harrison – yes
- Chris Lafikes – yes
- JoAnn Nabe – yes
- Sharon Whittaker – yes
- Gloria Zupanci – yes
- Francie Powell – yes

**Motion carried.**

**G. Ad Hoc Committee – Strategic Planning:**

Gary reported that the goal setting has now been turned over to staff. Administrative staff will present their ideas to the board members who serve on the Strategic Planning Committee later this year.

**H. Policy Committee:**

The Policy Committee and the board members discussed the revision to the bylaws which had been emailed to all board members for review prior to the meeting. These revisions change officer terms to two years with a two term limit. New committees were also added to the order of business for regular meetings.

**Motion** by Gloria Zupanci, seconded by Gary Denué, to approve the revision to the bylaws.

**Roll call:**

Gary Denué – yes  
Kim Harrison – yes  
Chris Lafikes – yes  
JoAnn Nabe – yes  
Sharon Whittaker – yes  
Gloria Zupanci – yes  
Francie Powell – yes

**Motion carried.**

**I. Nominating Committee:**

The Committee presented a slate of officers to the board which was followed by a discussion on the timing of the adoption of the newly approved bylaws. The board decided to keep the current officers until April of 2019 as reflected in the new bylaws and then vote on officers.

**J. Illinois Heartland Library System:**

Gary reported:

- The audit of IHLS was completed by Scheffel Boyle, and they have issued a clean opinion.
- His term on the board of IHLS will be up in June of 2019.

**K. Library Director's Report:**

Jill reported:

- Royal Solutions has been given the official 60-day notice that our contract will terminate on December 1, 2018. Robbie, Devin Gray and Jill will meet to discuss transition planning, and Robbie has agreed to assist on an hourly basis as needed for a limited time after the end of the contract term.
- Chris Farrar, alderman from district 1, contacted the library and asked if we would be interested in assisting him in planning a book festival in City Park. Staff are interested in exploring this, and we will work together on plans to see if this is feasible.
- The library plans to participate in the City's Halloween parade this year if we can find a flat-bed trailer. Jill asked the board if the library could close at 5 p.m. on Wednesday, October 31, 2018 so staff can participate in the parade. Parking will also be difficult that evening.

**Motion by** Gary Denué, seconded by Kim Harrison, to close the library at 5p.m. on Wednesday, October 31, 2018.

**Motion carried.**

**L. Unfinished Business:**

None.

**M. New Business**

Joann Nabe was approached by a library patron who was concerned about the documentary “How to Die In Oregon” being shown at the library. The board suggested that Jill prepare for questions and/or concerns from the public.

**N. Presentation to Board**

None.

**O. Adjournment**

Motion to adjourn by Sharon Whittaker, seconded by Gloria Zupanci. The meeting was adjourned by Secretary Powell at 8:45 pm.