

**MINUTES
REGULAR MEETING
BOARD OF LIBRARY TRUSTEES
PEORIA PUBLIC LIBRARY
February 19, 2019**

CALL TO ORDER

Board President Jeanne Williamson called the meeting of the Board of Library Trustees of Peoria Public Library to order at 5:00 p.m. This Regular meeting was held in the Lower Level 2 Conference Room at Main Library, 107 NE Monroe, Peoria, Illinois.

PLEDGE OF ALLEGIANCE

The President requested that all those who are able to please stand and join her in saying the Pledge of Allegiance.

ROLL CALL

Board Members Present: Patricia A. Barton, Stephen M. Buck, Norman H. Burdick, Margaret E. Cousin, Tiffanie S. Duncan, Lucy D. Gulley, Dr. Shiraz Khaizer, and Jeanne Williamson

Board Member Present via Conference Phone: Barbara Van Auken

Board Members Absent: None

Library Staff Present: Carolyn Conklin, Reference Assistant; Kris Holden, Finance & Budget Coordinator; Alyce Jackson, Manager of Programming; Roberta Koscielski, Deputy Director; Trisha Noack, Manager of Public Relations; Jenny Sevier, Manager of Reference Services; and Randall Yelverton, Executive Director

Others Present: None

A motion was made by Pat Barton, seconded by Margaret Cousin, to approve the attendance at this meeting of Barbara Van Auken via conference phone because of illness or disability. Motion carried by viva voce vote.

CORRESPONDENCE TO THE BOARD

Board President Jeanne Williamson passed the correspondence folder among the Board members, noting that it includes a thank you letter to Reference Assistant Deb Bier as well as the Peoria Reads 2019 mayoral proclamation.

PRESENTATION BY AUDIENCE ON AGENDA ITEMS

None

CONSENT AGENDA

A. #2019-11: Request to Approve Minutes as listed below:

1. Minutes of the Community Relations Committee meeting of December 4, 2018
2. Minutes of the Regular Board meeting of January 15, 2019

- B. #2019-12: Request to Approve Expenditures as listed below:
- | | |
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| 1. Payroll for Period Ending January 5, 2019 | \$ 145,674.90 |
| 2. Payroll for Period Ending January 20, 2019 | \$ 145,092.77 |
| 3. Payroll for Period Ending February 5, 2019 | \$ 148,203.63 |
| 4. Regular Expenditures for February 2019 | \$ 189,713.30 |
| 5. Capital Development Fund Expenditures for February 2019 | \$ 2,872.50 |
| 6. 2018 Obligated Fund Expenditures – February | \$ 30,274.09 |
- C. #2019-13: Request of the Executive Director to Approve Personnel Actions for the period ending February 15, 2019
- D. #2019-14: Finance Report from the Executive Director for the month of January 2019 with Request to Receive and File
- E. #2019-15: Library Use Statistics from the Executive Director for the month of January 2019 with Request to Receive and File
- F. #2019-16: Affirm Committee Assignments

Mrs. Williamson asked Board members if they wished to have any Consent Agenda items removed for further discussion. Hearing none, a motion was made by Margaret Cousin, seconded by Norm Burdick, to approve Consent Agenda items #2019-11 through #2019-16 as presented. Motion carried by viva voce vote.

OTHER ACTION ITEMS

None

REPORT OF THE EXECUTIVE DIRECTOR

Randall began his report by announcing that Manager of Public Relations Trisha Noack will be retiring on March 1. He thanked her for her many years of service to Peoria Public Library.

- A. Upcoming Programming and Exhibits
Randall Yelverton drew Board members' attention to the monthly programming report in their packet.
- B. HVAC Update
Randall reported that the HVAC project is largely finished. He added that Councilman Sid Ruckriegel visited him today and would like to have Council members take a tour of Main Library individually rather than in a group.
- C. Ghost Hunters
Randall reported that the representatives from the Ghost Hunters television series contacted Peoria Public Library because of the ghost lore associated with our Main Library building.

Randall indicated that this could be a good opportunity to bring in more visitors and possibly a related program offering.

D. Commerce Bank

Randall reported that he and Roberta are working with a representative from Commerce Bank who contacted us about a donation of art including works of Elmer King along with additional historic Peoria images which could be displayed at our pleasure.

E. 2018 Report of Peoria Public Library Goals

This report was included in the Board packet. From it, Roberta highlighted that Peoria Reads 2019 events begin this Sunday afternoon with a musical performance by Chris Vallillo. She added that copies of the featured book, *Can't We Talk About Something More Pleasant?* by Roz Chast, are available for Board member pick-up at this meeting. Roberta also highlighted the work of North Branch Reference Assistant Barb Brown and Outreach Assistant Cari Pierce on their Chit Chat programs at Peoria nursing homes as well as the continuing work of Reference Librarian Cindy Wright on her monthly programs at nine Peoria memory care facilities each month.

F. Kanopy

Randall reported that Kanopy, the online movie streaming service, will begin being offered by Peoria Public Library on March 1.

G. Other

None

REPORT OF LIBRARY BOARD LIAISON TO THE FRIENDS OF PEORIA PUBLIC LIBRARY

Margaret Cousin drew Board members' attention to the February 2019 Friends Liaison Report and highlighted the following items:

- Randall Yelverton confirmed that the alarm button system for Friendly Finds Bookstore is ready and he trained Dorothy Noirod and other Friends members on its use.
- Monkey Joe's is organizing an event to honor Dr. Seuss' birthday anniversary in March. Attendees are being asked to bring a book – which likely will be children's books given the venue – and Monkey Joe's will donate all the books they receive to Friends.
- Friends has voted to help sponsor PPL's StoryWalk at Columbia Park. Funding for this project will require twenty donations of \$425 each. Donations should be made to Friends of Peoria Public Library and designated "StoryWalk." The target date for project completion is May/June.
- The annual Friends Book Sale will be held on March 8 and 9 from noon to 5:00 p.m. in the Main Library auditorium. Yard signs are available.

COMMITTEE REPORTS (alphabetical listing of committee reports follow the agenda)

The Building/Long-Range Planning, Executive, Finance, and Nominating/Appeals committees did not have a report.

H. Community Relations Committee

I. Report of the meeting of February 5, 2019

Barbara Van Auken first expressed her great appreciation for Trisha Noack's support over the years and said that we owe her a great debt. She said, on behalf of the entire Community Relations Committee, "we will miss her, miss her, miss her."

Barbara reported that she has volunteered to be the point person for coordinating funding for the StoryWalk project. She announced that Hult Center for Healthy Living will provide additional no smoking signage for Peoria Public Library. She reported that Roberta informed committee members about Peoria Public Library's inclusion in the January U.S. News & World Report photo essay "The New First Responders" and the collaboration with OCLC and WebJunction regarding how public libraries are responding to the heroin and opioid crisis. Also at this committee meeting, Jeanne Williamson said that she has read *The Library Book* by Susan Orlean and wondered whether we could get the author to present in person or via Skype.

PRESENTATION BY AUDIENCE

None

#2019-17: EXECUTIVE SESSION

A motion was made by Lucy Gulley, seconded by Margaret Cousin, to move into Executive Session at 5:27 p.m. for the purpose of discussing personnel matters (5ILCS 120/2(c)(1)). Motion carried by viva voce vote.

RETURN FROM EXECUTIVE SESSION

The Board returned to Regular Session at 6:00 p.m. No further action was taken.

AGENDA BUILDING

None

#2019-19: ADJOURNMENT

A motion was made by Pat Barton, seconded by Barbara Van Auken, that this meeting be adjourned at 6:12 p.m. Motion carried.

Stephen Buck, Secretary
Board of Library Trustees
Peoria Public Library