

**MINUTES  
REGULAR MEETING  
BOARD OF LIBRARY TRUSTEES  
PEORIA PUBLIC LIBRARY  
March 21, 2023**

**CALL TO ORDER**

Board President Pro Tem Barbara Van Auken called the meeting of the Board of Library Trustees of Peoria Public Library to order at 5:33 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 Pro Tem requested that all those who are able to please stand and join in saying the Pledge of Allegiance.

**ROLL CALL**

**Board Members Present:** Ruth Bittner, Margaret Cousin, Lucy Gulley, Courtney Lee, Melissa Sanchez, and Barbara Van Auken

**Board Members Absent:** Roberta Parks

**Library Staff Present:** Jenni Davis, Public Relations Manager; Veronica De Fazio, Deputy Director; Alyce Jackson, Programming Manager; Jennifer Jacobsen-Wood, Technical Services Manager; and Randall Yelverton, Executive Director. Library Staff AFSCME Members Riley Aldridge, Gray Baker, Katy Bauml, Emily Byron, Alexa Cary, Carolyn Conklin, Haley Cooper, Pat England, Chris Farris, Tiana Helms, Beverly McClaskey, Stacy McCleod, Chrystal Pehm, Seth Peterson, Cari Pierce, Jacob Roberts, Adam Scachette, Elizabeth Smith, Lisa Swigart, Laurie Trimble, and Karla Wilkinson

**Others Present:**

Connie Abraham, Jane Aldridge, Bryce Budzynski, Erika Budzynski, Erin Budzynski, Amanda Doyle, Joe Fitzanko, Evonne Fleming, Lyndsey Hawkins, Amanda Hilde, Ryan Hilde, Alex Huber, Gavin Hunt, Mike McGraw, Noah Palm, Juanita Roberts, Selena Roberts, Wayne Roberts, Frazier Satterly, Carolyn Schuldt, Felix Scovil, Paul Trimble, and Anthony Walraven

A motion was made by Margaret Cousin, seconded by Lucy Gulley to allow Stephen Buck to attend the meeting via phone. Motion passed unanimously. Stephen Buck joined the meeting at 5:37 pm.

**CORRESPONDENCE**

There were no comments regarding correspondence since the February meeting.

**PUBLIC COMMENT**

Per the Meeting Agenda, President Pro Tem Barbara Van Auken called for Public Comment from those in the audience wishing to speak to the Board, and briefly explained the Board's policy on

the "Rules of Participation at a Library Board Meeting," including that each speaker is limited to five (5) minutes and that there is a limit of twenty (20) minutes in total for each topic addressed during the Public Comment portion of the meeting. Before the meeting began, those wishing to speak during the Public Comment portion of the meeting were asked to sign up by filling out a public comment card. President Pro Tem Van Auken then called up the individual Speakers to the podium in the order in which they submitted public comment cards prior to the start of the meeting.

Community members (Carolyn Schuldt and Connie Abraham) addressed the Board of Library Trustees in support of the library staff; complimenting them on their customer service, programming, and overall service to the community. Community member Erica Budzynski's daughter read an assignment that she had written when she was in fifth grade about how grateful she was for the Library.

The topic which AFSCME 3464 members (Amanda Doyle and Anthony Walraven) addressed focused on the wage proposals exchanged between Library Management and the Union Bargaining Committee during ongoing collective bargaining over the terms of a new contract/collective bargaining agreement. The City's funding of the Library and the Library's budget were addressed. Walraven spoke highly of the services of the Library but expressed the Union's opinion of the low pay and the need for economic security and dignity for the staff.

#### **CONSENT AGENDA**

- A. #2023-21: Request to Approve Minutes as listed below:
  - 1. Minutes of the Regular Board meeting of February 21, 2023
  - 2. Minutes of the Executive Session meeting of February 21, 2023
  
- B. #2023-22: Request to Approve Expenditures as listed below:

1. Payroll for Period Ending February 18, 2023	\$124,455.55
2. Payroll for Period Ending March 3, 2023	\$124,138.59
3. Regular Expenditures for March 2023	\$157,424.95
4. 2022 Obligated Fund Expenditures for March 2023	\$ 1,944.91
  
- C. #2023-23: Request of the Executive Director to Approve Personnel Actions for the periods ending March 17, 2023
  
- D. #2023-24: Request of the Executive Director to Receive and File Finance Reports for the month of February 2023
  
- E. #2023-25: Request of the Executive Director to Receive and File Library Use Statistics for the month of February 2023
  
- F. #2023-26: Affirm Board of Library Trustee Committees

A motion was made by Margaret Cousin, seconded by Ruth Bittner to approve Consent Agenda items #2023-21 through #2023-26. Motion passed unanimously.

#### **ACTION ITEMS**

**A. #2023-27: Adopt Cards for Kids Resolution**

Randall Yelverton reviewed the law that was passed by the State of Illinois in May 2022 that allows library Boards of Trustees to provide library cards free-of-charge to any children under the age of 18 living in unserved areas, despite their financial status.

A motion was made by Melissa Sanchez, seconded by Courtney Lee to adopt the Cards for Kids Resolution. Motion passed unanimously.

**B. #2023-28: Replacement of Air-Conditioning in Server Room at Main Library**

Van Auken inquired if this was a firm that the Library had worked with before. Yelverton responded that the Library regularly works with TSI.

A motion was made by Margaret Cousin, seconded by Ruth Bittner to approve the replacement of the air-conditioning in the Server Room at Main Library. Motion passed unanimously.

#### **REPORT OF THE EXECUTIVE DIRECTOR**

**A. Monthly Programming Report**

A report from Programming Manager Alyce Jackson was included in the packet.

**B. Implementing Collection HQ**

Yelverton reviewed the basic features of Collection HQ and announced that Veronica De Fazio will be leading the project.

**C. IPLAR Completed**

De Fazio has completed both the Illinois Public Library Annual Report (IPLAR) and the Library's annual certification.

**D. Potential Visit From the Secretary of State**

As a result of a change in the State's legislative calendar, the Secretary will not be able to attend a press conference kicking off Central Illinois Reads as previously reported.

**E. Rescheduling Laurie Halse Anderson**

The keynote speaker for Central Illinois Reads won the prestigious Astrid Lindgren award and will not be available to speak in April as planned because she will be Sweden to accept her award. Anderson's visit to Peoria has been rescheduled for August.

**F. Meetings with the City**

Yelverton met with City Manager Patrick Ulrich and Finance Manager Kyle Cratty to discuss Library finances.

**G. Labor Management Committee**

Members of the Management Team met with Union Stewards to discuss library issues as a part of the quarterly Labor Management Committee meetings.

**H. RSA Day**

Several members of the staff presented at and attended RSA (Resource Sharing Alliance) Day in Washington, IL. This event includes programming on best practices as well as news and updates from the cooperative. Of note this year was an update on RSA's plans to operate independently from RAILS (Reaching Across Illinois Library System). While RSA will be making significant changes in its bylaws and administrative practices, there will be no change in the services offered to patrons, including interlibrary book delivery.

**I. Illinois Youth Services Institute**

Several members of the staff attended the Illinois Youth Services Institute sponsored by the Illinois Library Association in Bloomington, IL.

**J. Contract Negotiations**

Yelverton and De Fazio continue to meet with AFSCME as part of contract negotiations.

**K. Door Count and Circulation**

The visitor total for February 2023 was up 33.2% over February 2022. The circulation total for the same period was up 0.43%.

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

The February Treasurer's report was included in the packet. Friends of the Library President, Margaret Cousin announced that the Friends will still support the Laurie Halse Anderson visit with the new August date. Cousin also extended her thanks to Public Relations Manager Jenni Davis and Graphic Artist Laura Fehr for their work on the Friends Membership letter.

**COMMITTEE REPORTS**

A. Building Committee – No Report

**B. Community Relations Committee**

**1. March Staff Report**

At Van Auken's request, De Fazio highlighted some of the activities from the report in the packet.

C. Executive Committee – No Report

D. Finance Committee – No Report

E. Nominating/Appeals Committee – No Report

F. Personnel/Negotiations Committee – No Report

G. Strategic Planning Committee – No Report

**OTHER BUSINESS**

None

**EXECUTIVE SESSION**

A motion was made by Margaret Cousin, seconded by Lucy Gulley, to move into Executive Session at 6:05 p.m. for the purpose of discussing the ongoing contract negotiations between the Library and the Union (5ILCS 120/2 (c)(1)). Motion carried unanimously.

**RETURN TO REGULAR SESSION**

The Board returned to Regular Session at 7:02 pm.

**AGENDA BUILDING**

None

**ADJOURNMENT**

The meeting was adjourned at 7:03 pm.

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Melissa Sanchez, Secretary  
Board of Library Trustees  
Peoria Public Library