

MAHOMET PUBLIC LIBRARY DISTRICT BOARD OF TRUSTEES

REGULAR MONTHLY MEETING JANUARY 8, 2018 6:00PM AT THE LIBRARY

Members Present: Charity Bundren, Jeanne Campion, Chris Forman, Chris Moore, Brian Paragi, Bryan Perrero, Karin Vermillion

Also Present: Lynn Schmit, Kate Smith

Approval of Minutes

Charity Bundren moved to approve the minutes from the November 13, 2017 meeting. Brian Paragi seconded; the motion passed.

Treasurer's Report

Jeanne Campion moved to approve the financial report for November 2017. Bryan Perrero seconded. Roll call vote; all trustees voted in favor of the motion. Jeanne moved to approve the check register for November 2017. Charity Bundren seconded. Roll call vote; all trustees voted in favor of the motion.

Jeanne moved to approve the financial report for December 2017. Brian Paragi seconded. Roll call vote; all trustees voted in favor of the motion. Jeanne moved to approve the check register for December 2017. Brian seconded. Roll call vote; all trustees voted in favor of the motion.

Chris Moore asked why the water bills were so high. Kate Smith reported that they had been high during irrigation season and she'd asked the landscape contractor about it, but did not yet have a response. Chris M also asked for clarification on the bills paid to Parklawn (for landscape maintenance) and the Village of Mahomet (for water and sewer).

Librarian's Report

Lynn Schmit submitted the Librarian's report before the meeting and had nothing to add, though she pointed out how amazing it is to have 8 major sponsors for this year's Run for the Library.

Jeanne Campion asked how the end-of-year donations would be used. Lynn replied that the donations were unrestricted, but she'd like to use them to purchase a small display unit for the juvenile section (similar to the large one now in the adult area).

Karin Vermillion reminded trustees to file their annual Statements of Economic Interest with the County Clerk.

Bryan Perrero asked if the gate count reports indicated that it would be better to open later on Saturday, but Lynn replied that these hours seem best. Kate Smith noted that closing an extra hour would not save significant money and that there were still a fair number of patrons using the library during that time.

Audience Comments – No audience

Committee Reports – Policy Committee

Karin Vermillion reported that the policy committee met immediately before the full board meeting and would be submitting policy changes for full board approval later in the meeting.

New Business

A. Revisions to Sexual Harassment Policy

The policy committee submitted an updated sexual harassment policy to the full board for approval. Bryan Perrero recommended simplifying first paragraph of Consequences of Knowingly Making a False Report" to say "Given the seriousness of the consequences for the accused, a false or frivolous report is a severe offense that can itself result in disciplinary or legal action." The trustees agreed. Charity Bundren moved to accept the policy as amended. Bryan seconded; the motion passed.

Bryan moved to approve the Sexual Harassment Resolution. Chris Forman seconded; the motion passed.

B. Revisions to Policies on Public Materials for Display, Circulation, and Security Cameras

The policy committee reported that the policy on security cameras was not ready for review.

The policy committee submitted an updated policy on Public Materials for Display, which now included guidelines for charitable donation boxes left at the library by other organizations. The trustees voted in favor of the policy changes.

The policy committee submitted an updated circulation policy, which included the use of a collection agency for delinquent accounts. After some discussion, the "final reminder" in this section was changed to "billing notice" and the \$8.95 fee amount was amended to "a fee." Bryan Perrero moved to approve the updated policy as amended. Brian Paragi seconded; the motion passed.

C. Modification to Bylaws Regarding Trustees and Library Employment

Lynn Schmit and Kate Smith submitted a proposed bylaws change, adding the sentence "Trustees must not also be library employees." Under "Board of Library Trustees. Jeanne Campion moved to approve the change. Chris Moore seconded; the motion passed.

D. Appointment of a Trustee to Review Closed Session Minutes

Charity Bundren volunteered to perform the review.

E. Preparing for Strategic Planning

Lynn Schmit and Kate Smith reminded the board that the period covered by the previous strategic plan had ended and it was time to prepare a new one. After some discussion, the board agreed to discuss components of the plan at each board meeting in the coming months, with Chris Moore working with library staff between meetings to prepare for each discussion topic. The trustees will work this out in more detail at the February meeting.

F. Filing of Ehlers Management Reports

The board agreed to accept the November and December 2017 reports and place them on file.

Board Advocacy – Murder Mystery Dinner

The board reviewed the to-do list for the dinner and divided up the tasks.

Trustee Comments

Jeanne Campion reported that Mahomet resident Mark Kesler told her his wife appreciates the library and how it feeds her reading habit.

Jeanne further reported that retiring Mahomet-Seymour teacher Chris Kennedy hopes to work with the elderly, helping them use electronic devices and the internet. She would be interested in work with and/or through the library for this work.

Adjournment

Jeanne Campion moved to adjourn the meeting. Brian Paragi seconded; the motion passed. The meeting was adjourned at 7:04pm.

Respectfully Submitted by Kate Smith, Business Manager