

# MAHOMET PUBLIC LIBRARY DISTRICT BOARD OF TRUSTEES

## REGULAR MONTHLY MEETING NOVEMBER 13, 2017 6:30PM AT THE LIBRARY

---

**Members Present:** Charity Bundren, Jeanne Campion (by phone), Brian Paragi, Karin Vermillion, Chris Moore, Bryan Perrero

**Also Present:** Lynn Schmit

### Approval of Minutes

Charity Bundren moved to approve the minutes of 10-9-17. Bryan Perrero seconded the motion and all voted in favor.

### Treasurer's Report

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

### Librarian's Report

Lynn Schmit submitted the Librarian's report before the meeting. She added that she is training 2 MLS degreed librarians who work at the library on how to weed the collection and asked every trustee to find at least one sponsor for the Run for the Library.

**Audience Comments** – No audience

**Committee Reports** – No committees met

### New Business

#### A. Review of revised board bylaws

A requirement for the Per Capita Grant application is for the trustees to review their Bylaws. Bryan Perrero moved to accept the additions to the bylaws concerning the composition of the board of trustees and the procedure for election or appointment of board members. Chris Moore seconded the motion. All trustees voted in favor of the motion.

#### B. Parking Issue

There has been a vehicle parked in the library lot for over a month. After consulting with the Mahomet Police, Reynolds Towing and the vehicle owner, Lynn requested that the vehicle be towed. Reynolds requires the signing of a contract but does not charge the library. After the sign has been posted for 24 hours the car may be towed provided the library director requests the tow. Karin moved that Reynolds place a sign stating "No Overnight Parking" in the library lot and that Lynn should follow through with Reynolds. Charity seconded the motion. All were in favor. Karin signed the Reynolds contract.

#### C. Collection Agency Issue

Lynn noted that the library has lost thousands of dollars' worth of items to patrons who do not return them and suggested that it is time to hire a collection agency to protect the taxpayers' investment. She suggested using Unique Management Services, Inc. upon the recommendation of the directors of the Champaign and Urbana libraries. Unique services only libraries and uses the "Gentle Nudge" process to recover overdue materials and fines/fees with Divinity students making the phone calls. Trustees expressed concern over the amount of loss and felt that by using a collection agency they are protecting the interest of the taxpayers. Unique recommends beginning collection contacts when patrons owe \$25 or more since at this point they have the most success in retrieving lost materials. Brian Paragi made a motion to engage Unique Management Services at the minimum threshold of \$25 as stated in the contract. Charity seconded the motion. In a voice vote, all were in favor of the motion.

#### D. Meeting in December

Charity made a motion to move discussion of this item until after item VIII. Brian Paragi seconded the motion. All were in favor.

#### E. Filing of Ehlers Management Report

The board agreed to accept the October 2017 report and place it on file.

### Trustee Comments

Brian Paragi asked whether the library could subscribe to *Consumer Reports* online. Lynn checked into the Ebsco subscription and learned that *Consumer Reports* costs \$3,100 annually. All agreed that we could not afford it at this time. Trustees also asked who is responsible for a plaque for the tree honoring Mary Giles. Lynn stated that Friends of the Library would pay, and she is checking into where to find a stone or plaque.

### Board Advocacy

Trustees agreed that the script for the Murder Mystery event on February 10 will be Illinois Hillbillies, a spinoff of the Beverly Hillbillies. They agreed that ticket prices for dinner and the show will be \$50/person and agreed not to do mailings but rather to use social media,

the library's website, the Citizen, and posters in the library and around Mahomet. (Bryan Perrero will contact the editor of the Mahomet Citizen.) Donors and persons who attended the 2017 event will be given advance notice by email beginning 1/1/2018. It was suggested that Chris Forman had done such a good job finding door prizes last year that he should do the same this year. Library staff will be responsible for procuring food and beverages.

#### **D. Return to agenda item D**

The trustees decided that the December meeting would be cancelled for now, but if any unresolved issues about the Murder Mystery event should arise they will meet after all.

#### **Adjournment**

Karin reminded trustees and staff that the board meeting will return to its regular **meeting time of 6:00 PM in January**. Brian Paragi moved to adjourn the meeting; Charity seconded. The motion passed; the meeting was adjourned at 8:00 PM.

---

Respectfully Submitted by Lynn Schmit, Director