

**DECATUR PUBLIC LIBRARY BOARD OF TRUSTEES**  
**Regular Meeting**  
**October 15, 2009**

**I. CALL TO ORDER:**

Teena Zindel-McWilliams, president, called the meeting to order at 4:09 p.m. Members present: Mary Gendry, Jim Alpi, Carol Craig, Edward Costa and Eugene King. Nicholette Rademacher arrived at 4:32 p.m. Darryl Barbee and William Faber were absent. Staff present: Lee Ann Fisher and Karen Bjorkman. Others present: Mike Deatherage, Glenda Williamson, and Shirley Henrichsmeyer.

**II. AGENDA:**

Agenda was approved as presented.

**III. MINUTES:**

Motion by Mr. Alpi and seconded by Mr. King to approve the minutes of September 17, 2009, as presented. Motion passed unanimously.

**IV. COMMUNICATIONS FROM THE PUBLIC:**

President Zindel-McWilliams asked Ms. Williamson to speak to the board. Ms. Williamson expressed her dissatisfaction with the condition of the building. She is smelling the sewer and during the summer there was no air-conditioning in the hall or the bathroom and she is concerned that there will be no heat in the hall and bathroom this winter. There is a bird in the building that she believes has come in through the broken window on the main floor. Tile in the front of her area is stained, bugs in the restroom, street people hanging around until the shrubs were trimmed. Shirley Henrichsmeyer stated that the exit lights are not all working, the elevator is making noise, plastic screen has come down, and there broken bricks on the north & south side of the building.

**V. CITY LIBRARIAN'S REPORT:**

Had no additions.

**VI. REPORTS OF COMMITTEES:**

**Personnel, Policy, and Public Relations Committee:**

No meeting in October.

**Finance and Properties Committee:**

Meeting scheduled for October 27, 2009.

Check register for September was presented for review.

Motion by Mr. King and seconded by Mrs. Gendry to approve the bills for September 2009 as presented. Motion carried by a voice vote of yes.

Ms. Fisher explained that the budget has received 85% of the revenue and that the extra pay period and the death benefits have come out of payroll.

**Rolling Prairie Library System:**

No report as the library needs a representative to attend the meetings. Mrs. Zindel-McWilliams, president, asked for volunteers. Ms. Fisher reported that the system is paying \$70,000 of their shortage out of reserve funds. They have received a 16% cut from the State of Illinois.

**Friends of the Decatur Public Library:**

Mrs. Gendry reported that the Friends approved Eleanor Woods' request for funds for Teen programming, and that an ad-hoc committee has been appointed to consider adding additional sale days for the book sale during regular library hours.

**Foundation:**

Meeting was November 2, 2009. \$34,000.00 has been received in donations and \$13,400.00 was deposited in the Foundation from the former Bridges Fund. Cindy Deadrick is ready to attend a meeting and discuss fundraising when it has been established what we want to do. Audit was presented.

**VII. OLD BUSINESS:**

Mr. Alpi stated that KAM suggested removing only the asbestos in the floor, which is a partial removal. The other asbestos has not been disturbed and could be handled when the library knows what they plan to do with the building. Three bids were received for the floor abatement. Doing this as two separate projects would cut the cost of the project. Mr. Alpi asked that BWC oversee the project.

Motion by Mr. Alpi that KAM be retained at a bid of \$8,825.00 to do the removal on the mastic on the floor, and the floor tile. Motion seconded by Mr. King. Motion carried on a voice vote of Yes.

The leak in the roof will be repaired as soon as the weather permits. Only two of the items mentioned by Ms. Williamson have not been mentioned and addressed by maintenance, and will be done.

Recommendation of the board was the condition of the boiler.

Motion by Mr. King to authorize the Finance Committee to meet and make a determination on proceeding with repair or replacement of the boiler and the viability of the existing heating

system while keeping the total cost below \$60,000.00 when bids are obtained. Motion seconded by Ms. Gendry. Roll call vote – all Yes.

#### **VIII. NEW BUSINESS:**

Board reviewed the exiting plans for the library space. Turning the ground floor of the Library Annex into an area for maintenance, garage space for the bookmobiles and library equipment and allocating a larger space to the Friends. Additional meeting rooms are needed. Move the Local History and Cultural Center onto the 2<sup>nd</sup> floor of the Main Building. The question is what does the library need now and into the future? What size space do we need for what. Current space and projected needs have to be taken into consideration. Board advised creating a master plan within the new long range plan.

Ms. Fisher explained the need for a Senior Services Space, a Teen area, quiet study rooms. The library has a large number of donated artifacts that need preservation or donation to another agency. Funds have been raised for the Cultural Center. Need to start with the Long Range Plan, Standards for Libraries, public comments and budget constraints.

The bids for the Cultural Center were discussed. Motion by Mr. Alpi and seconded by Mr. King that, at this time due to budget constraints, all the bids for the Cultural Center be rejected. Motion carried by a voice vote of yes.

#### **IX. SERVING OUR LIBRARIES:**

Ms. Fisher explained the section containing the Introduction and How to use the new Standards for Public Libraries.

#### **X. COMMENTS FROM PUBLIC:**

There were no comments from the public.

#### **XI. ADJOURNMENT:**

Motion by Ms. Craig and seconded by Mr. Costa to adjourn the meeting at 5:32 p.m. Motion carried unanimously.

Meeting adjourned at 5:32 p.m.

Respectfully submitted,

*Karen Bjorkman*

Assistant City Librarian