

DECATUR PUBLIC LIBRARY BOARD OF TRUSTEES

Special Board of Trustee Meeting Minutes

Date: December 9, 2015

Time: 4:30 p.m.

Location: Decatur Public Library Board Room

In Attendance: John Phillips (President)
Aaron Largent
Mark Sorensen
Dr. Priscilla Palmer
Donna Williams
Gregg Zientara

Staff: Rick Meyer, City Librarian
Robert Edwards, Asst. City Librarian
Noah Tipton

Absent: Jennifer Sykes Michael Sexton

Guests: Amy McEvoy, Allison Petty, Chris Siudyla, Julie Pangrac, Wendy Morthland

Call to order

Mr. Phillips called the meeting to order at 4:31 p.m.

Agenda

Motion to approve the agenda Mr. Sorensen, seconded by Dr. Palmer, unanimously approved

New Business

Mr. Meyer stated that the library had received a proposal to overhaul the chiller, the overhaul was long overdue. He said he had asked Mr. Noah Tipton to attend the board meeting to answer any questions regarding chiller maintenance. There was discussion about the payment options, the cost of the overhaul and the option to bid. Mr. Meyer said the preference was to go with the Hunzeker group who worked on Trane equipment. Mr. Tipton gave an overview of the current needs for the maintenance and the chiller. There were questions about the chiller operation over the past years and scheduled maintenance. Mr. Tipton said past updates to the chiller had been delayed due to the recommendation of the former city librarian. Mr. Tipton stated that he would recommend the Hunzeker Company. Mr. Meyer's said, if someone else were to take over the maintenance of the building then the agreement with Hunzeker could be negotiated. Mr. Zientara stated that the upgrade was three years overdue and needed to be done so they should approve it. Motion by Mr. Zientara to approve the upgrade by Hunzeker, seconded by Dr. Palmer, unanimously approved

Public comment

Mary Gendry discussed her visits to libraries and the trends and programs that she witnessed while visiting other libraries. She handed out copies of an article recently featured in the National Journal by Brian Resnick, entitled What the Library of the Future Will Look Like. She said the article explained that

libraries are not shrinking but are growing and becoming more involved in communities. Mrs. Gendry discussed more of the article.

Consideration of sale and transfer library document

Mr. Phillips stated that the process of the Library and the City of Decatur creating a lease must be discussed by the board. He asked if Board wanted to go to close session or should they remain in open session, he didn't have a preference. Mr. Siudyla said that the Board would have to view the compiled list of comments submitted by the board members, and have a discussion about creating the template to be used for a Library/City agreement. There was consensus by the board to stay in open session. Mr. Siudyla said he would go through the list and the board members could comment on they wanted to leave in, take out or add.

Mr. Siudyla asked what kind of a renewal lease the library would want to see in the agreement. There was discussion about the terms and having an early exit clause that could be reviewed every five years. Mr. Phillips said he had some concerns about an exit clause. There was discussion about the rent. Mr. Phillips and Mr. Sorenson stated that the utilities should be included. Mr. Largent asked if there are targets in the DPBC agreement about building temperatures. Mr. Meyer answered that there are targets in the DPBC about temperatures. There was more discussion about the comparison and the cost, and flat rent with utilities versus rent escalation. Mr. Phillips stated that his biggest concern was that the utilities should be included. Mr. Meyer discussed options of comparison with side-by-side with utilities and without utilities. There was discussion about capping the rent increase to 2% and what to do with any surplus. Mr. Sorenson stated that there been discussions about efficiency earlier. He said the thought efficiency would be hard to define and there was concern if the library would be penalized for being considered inefficient. Mr. Meyer stated that he had concerns about the increase in future costs from the city. The Board consented that the space the Library currently has is what they should retain and relocation of the library should be by mutual consent. There was discussion about early termination provisions. Mr. Phillips said that it should be left in as an option.

Mr. Siudyla said some additional items included the language of a timetable of when the City would address certain items, such as the Annex and parking lot. Mrs. William stated that she thought that within a specific period of time, maybe a year they should be asked remodel or demo the building.

Mr. Siudyla asked what level of detail they wanted to go into with day-to-day operations. Was it to be the same as the DPBC? The consensus by the Board was that the day-to-day operations details in the agreement should be the same as the DPBC. The consensus was that the level of detail should be the same for addressing the pressing capital needs. Mr. Meyer asked Mr. Zientara about the future maintenance of the building, specifically the custodial maintenance needs. Ms. Zientara stated that the maintenance would be contracted out. Mr. Phillips stated that was consideration in the past agreement for existing employees, possibly offering them first chance for any positions. Mr. Zientara stated that he thought that sounded fair. Mr. Meyer asked about the \$75,000 that had been placed in the 2016 budget by the city. Mr. Zientara stated that the money was for space study similar to what the library had done earlier. Mr. Meyer answered that a study been done by SEDAC. There was discussion about the past offers made by DPBC to library employees. There was agreement by the Board that there should be something in the agreement about security. Mr. Phillips added that there had been some discussion about upgrading security cameras and having a sheriff's deputy on site. Mr. Meyer stated that the operating expenses should also be identified.

Mr. Siudyla asked if the board wanted to include a conflict resolution of some sort in the agreement. There was discussion about the conflict resolution with the city as opposed to the DPBC

Mr. Phillips stated that he thought that there should be something that addresses an end date and specify the library was moving on to look at other options. He thought that the date should be no later than the end of January 30, 2016. There was some discussion about the city Council meetings schedule and the

challenge to meet the January 30, 2016 timeline. Mr. Siudyla stated that if he received the information in time he could have the draft done before December 17.

Public Comment

Katie Gross

Meeting Adjourned

Motion to adjourn at 6:45 p.m. by Mr. Zientara, seconded by Mr. Largent, unanimously approved

Scribe,
Robert L. Edwards
Assistant City Librarian

Approved 12/21/2015