

# DECATUR PUBLIC LIBRARY BOARD OF TRUSTEES

## Minutes

**Date:** December 19, 2013

**Time:** 4:30 p.m.

**Location:** Decatur Public Library Board Room

**In Attendance:** Teena Zindel-McWilliams  
Jim Alpi  
Garry Davis  
Mary Gendry  
John Phillips  
Eugene King  
Mark Sorensen

**Staff:** Robert Edwards, Interim City Librarian

**Absent:** Ed Costa, Dr. Priscilla Palmer

### **Public comments:**

#### **1. Call to order**

Mrs. Zindel-McWilliams called the meeting to order at 4:35 p.m.

#### **2. Agenda**

Motion to approve the agenda made by Mr. Phillips, seconded by Mr. King

### **Minutes of Previous Meeting**

Motion made by Mr. Phillips to approve the minutes with corrections, seconded by Mr. Alpi

#### **3. Communications from the Public**

Jean Ascoli gave a presentation from SEDAC.

#### **4. City Librarian's report**

Mr. Edwards mentioned that Library operations appear to be returning to a sense of normalcy. He mentioned that the reduced hours have helped with the reduced staff, especially during the Holiday season, when a lot of staff has scheduled vacation time off.

He mentioned that there are only a few weeks left in the year before the city stops receiving invoices and that the library is finishing up receiving and payments for the Stub Year



Mr. Edward stated that staff was preparing for the new policies, the surveillance policy, the patron computer policy and fees and the fines/return book policies that will go into effect in January. He mentioned that Julie Martin began her new responsibilities as Asst. Technical Services Supervisor. He added that Alissa Henkel Sue Bishop did READiculous shows for Harris school and Baum school. He added that the IHLS V-Tel system is up and running. He stated that Alissa and Becky Damptz had met with Mark Sorensen and Jim Alpi to discuss the Local History room. Mr. Edwards added that Adult Services has now completely moved into their new area.

## **5. Reports of Committees**

Motion to go into closed session by Mr. King, seconded by Mrs. Gendry, all approve. "I move that the Board enter into closed session for the purpose of discussing (5 ILCS 120/2(c) (1) the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee of the public body or against legal counsel for the public body to determine its validity." Union Negotiations/Agreement: Closed Session: "I move that the Board enter into closed session for the purpose of discussing (5 ILCS 120/2(c) (11) litigation, when an action against, affecting or on behalf of the particular public body has been filed and is pending before a court or administrative tribunal, or when the public body finds that an action is probable or imminent, in which case the basis for the finding shall be recorded and entered into the minutes of the closed meeting.

Mr. Alpi discussed the check register and the budget report. He asked Mr. Edwards to check into the water consumption. Motion to approve check register by Mr. Alpi, seconded by Mrs. Gendry, all approve

Mr. Alpi discussed the reports; he asked Mr. Edwards to get with the City to discuss the level of spending and being on target. Mrs. Zindel-McWilliams asked about the tax payment. Mr. Edwards explained about the latest City budget report showing the late tax payments. Mr. Alpi explained that there had been a request for use of the Annex. He reported that request by a local business had been for short term use. He added that the Finance committee had decided that the risk of liability was too great for the reward. He discussed the appraisal could be possibly looked at during the next Board meeting.

Mr. Alpi mentioned that he had contacted Jeff Haley, he stated that Jeff had submitted to him a proposal for review. He discussed that no real action was needed at this point; he would be meeting with the Foundation later to discuss support for the entire package. Mr. Phillips asked, what if the Foundation has issues with the architectural fees and decides not to go ahead, where does that \$20,000 or whatever the number is come from. Mr. Alpi answered that issue had been discussed before and he didn't know if he had an answer other than to say that the Board is serious. Mrs. Zindel-McWilliams stated that if the Board was not serious then why should they continue talking and planning. Mr. Davis agreed, adding that the Board is serious.

Motion to authorize Mrs. Zindel-McWilliams to sign the SEDAC agreement and begin the process by Mr. Phillips, seconded by Mr. Alpi, all approve



Mr. Edwards mentioned that the Friends had sponsored the Open House and up and coming Free Tax program

Mr. Edwards reported that the next Foundation meeting was January 6, 2014.

#### **6. New Business**

Mr. Sorensen discussed the recent trip to Springfield with Ms. Damptz and Mr. Edwards. He discussed that he thought the trip to road trip to Springfield to visit the Sangamon County Collection at the Lincoln Public Library, the State Archives, and the Abraham Lincoln Presidential Library and Museum would be helpful to Mr. Edwards and Mr. Damptz.

#### **7. Old Business**

Mrs. Zindel-McWilliams mentioned that the Search Committee had 20 active candidates out of the 23 applicants. She mentioned that she and Mr. Sorensen would look at the candidates with the other members of the Search Committee. She discussed the matrix that their group would be using and the Skype meetings. Mr. Phillips asked if any of the other Board members be involved in the process. Mrs. Zindel-McWilliams discussed the 3 folders of information that would be available later, divided by Bradbury.

#### **8. Standards for Illinois Libraries**

Mr. Edwards discussed the Core Standards for libraries in Illinois.

#### **Meeting Adjourned**

Motion to adjourn by Mr. Alpi, seconded by Mr. Davis

Meeting adjourned at 6:44 p.m.

Scribe,

*Robert L. Edwards*

Assistant City Librarian

Approved 01/23/2014