

DECATUR PUBLIC LIBRARY BOARD OF TRUSTEES

Personnel, Property and Public Relations Committee Minutes

Date: June 1, 2017

Time: 4:30 p.m.

Location: Decatur Public Library Board Room

In Attendance: Mark Sorensen (Chair)
John Phillips
Gregg Zientara

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

Other Board Members:

Absent: Paula Heinkel, Keyria Rodgers

Call to order

Mr. Sorensen called the meeting to order at 4:35 p.m.

Agenda

Motion to approve the agenda by Mr. Phillips, seconded by Mr. Zientara, unanimously approved

Minutes

Motion to approve the minutes with the changes by Mr. Sorensen, seconded by Mr. Zientara, unanimously approved

Strategic Plan

Mr. Meyer gave an overview of the strategic planning process. Mr. Sorensen asked where the library was at on paying for the strategic planning. Mr. Meyer replied that the consultants had been paid. There was discussion of about the strategic planning results and the outcome to be anticipated.

Labor Negotiations update

Motion to enter into closed session pursuant to Section 5 ILCS 120 § 2 (c) (2) "**Collective negotiating matters between the public body and its employees or their representatives, or deliberations concerning salary schedules for one or more classes of employees**" by Mr. Phillips at 4:40 pm, seconded by Mr. Zientara, unanimously approved

Motion to exit close session by Mr. Phillips at 5:06 pm, seconded by Mr. Zientara, unanimously approved
Close Session Summary

Mr. Sorensen stated that the committee had discussed the ongoing labor negotiations.

New BusinessAdministrative Policy, Procedure Manual

Mr. Meyer discussed the need for a procedure for determining on-the-job intoxication and the repercussions thereof. There was discussion about the city's policy. Mr. Sorensen discussed some examples that were used for the state. More discussion about trustee membership

Mr. Phillips discussed the need to have diverse representation on the committee. There was discussion about trustees serving on two committees and how that would work. There was discussion about attendance. Mr. Phillips said the concerns about attendance should be put on the next meeting. There discussed the terms and there is discussion about who would be returning as board members. Mr. Sorensen discussed previous nominating committee and the term limits. There is discussion about Mr. Phillips as president by Mr. Phillips more discussion there is discussion about the ending of the fiscal year and the election of officers

Public comments

None

Meeting Adjourned

Motion to adjourn by Mr. Zientara at 5:30 pm, seconded by Mr. Phillips, unanimously approved

Scribe,

Robert L. Edwards

Assistant City Librarian

Approved July 6, 2017