

DECATUR PUBLIC LIBRARY BOARD OF TRUSTEES

Minutes

Date: November 17, 2016

Location: Decatur Public Library Board Room

In Attendance: John Phillips (President)

Aaron Largent

Paula Heinkel

Donna Williams,

Jennifer Sykes

Mark Sorensen

Michael Sexton

Staff: Rick Meyer, City Librarian

Robert Edwards, Asst. City Librarian

Absent: Keyria Rodgers, Gregg Zientara

Guests: Chris Siudyla

Communications from the public

Called to Order

John Phillips called the meeting to order at 4:31 pm

Agenda

Motion to approve the agenda by Mr. Sorensen, seconded by Mrs. Heinkel, unanimously approved

Minutes

Minutes not included

City Librarian's report

Not covered

Personnel, Policy & Public Relations Committee

Strategic Planning Update

Mr. Meyer talked about the strategic planning process. He said the staff had become involved in the process. He discussed the process of the strategic planning team and the planned surveys. He said that more strategic planning meetings would be scheduled soon.

Asset Disposition Policy

Mr. Sorenson said that he had a few questions about which assets the policy covered. Mr. Meyer discussed the assets described in the asset disposition policy. He reported that the copy received by the board had been reviewed and modified by Mr. Siudyla. Mr. Meyer recommended that the policy be

approved. Motion by Mr. Largent to approve the Asset Disposition Policy with the changes recommended, seconded by Mrs. Heinkel, unanimously approved

Social Media Policy

There was discussion about the Social Media Policy. Motion to approve the Social Media Policy with the changes recommended by Mr. Siudyla by Mr. Largent, seconded by Mrs. Sykes, unanimously approved

Library Negotiations/ AFSCME

Mr. Phillips said that the meeting planned Monday with the City was to discuss the library's labor negotiations with AFSCME. He said Mr. Largent would represent the Library Board, Mr. Meyer would also be there with possibly another member of staff and the library's attorney would also attend. Mr. Meyer said he had received the union's proposal, he would be glad to send the board members copies of the proposal. There was discussion about the AFSCME proposal.

Finance and Properties Committee

Check Register

Mrs. Sykes said the check register had been reviewed by the committee at the Finance and Properties meeting. Motion to approve the check register by Mrs. Sykes, seconded by Mr. Largent, unanimously approved

RFID Project

Mr. Meyer discussed his recent discussions with the vendor. He said he was pleased with the conversations with Bibliotheca. He said there were still some questions about the subject of competitive bidding. He said there was also discussion about the proprietary items viewed earlier in the library search for a vendor. Mr. Meyer talked about his preferences. Mr. Siudyla stated that the board would generally want to put things out for bid that are suitable for bid. He said the board can make objections to suitability. There was discussion about the bid process present and past. Mr. Meyer talked about the dissatisfaction with the TechLogic responsiveness, specifically their communication and the inaccuracy of their quotes. Mr. Meyer said that at the moment he was leaning toward Bibliotheca, if their quote came in reasonable. Mr. Phillips said that he would like to see the proposal and review it.

Bookmobile Disposition

Mr. Meyer said he had received a proposal from Scott Davidson of School District #61. Mr. Meyer talked about his discussions with Mr. Davidson about acquiring the bookmobile. Mr. Meyer said he was not willing to purchase new batteries for the vehicles, unless he was sure there was a reimbursement from the buyer. There was discussion about donating the bookmobile to the School District. Mr. Meyer said the City had informed him that the bookmobiles should be removed from the parking lot by December 15, 2016. Mr. Phillips answered that Mr. Meyer should respond that the library was working diligently to sell the bookmobiles. There was further discussion about the bookmobiles and a reserve price for the ads. Mr. Phillips suggested that Mr. Meyer move forward and if there was a need for special meeting in December they could call a special meeting. Mr. Phillips said that otherwise he didn't see the need for meetings for December, if the board agreed. There was a consensus of the committee was that there would be no meetings in December, with the exception of a special meeting, if needed, for the sale of the bookmobiles or the RFID project.

Friends of the Library

Not discussed

Foundation

Not discussed

Illinois Heartland Library System (IHLS)

No report.

SERVING OUR PUBLIC: STANDARDS FOR ILLINOIS PUBLIC LIBRARIES

Chapter 8: Public Services: Reference and Reader's Advisory Services

Not covered

Public Comments

None

Adjournment

Motion to adjourn by Mr. Sorensen at 5:00 p.m., seconded by Mrs. Heinkel, unanimously approved

Scribe,

Robert L. Edwards

Assistant City Librarian

Approval pending