

C. E. BREHM MEMORIAL PUBLIC LIBRARY DISTRICT
Board of Trustees, Mt. Vernon, Illinois
February 14, 2023

President Amanda Crider read the following:

THE LIBRARY BOARD MEETING WILL BE HELD IN PERSON, WITH BOARD MEMBERS WHO HAVE ONE OF THE FOLLOWING CRITERIA ATTENDING REMOTELY:

- 1. Personal illness or disability;**
- 2. Family or other emergency; or**
- 3. Employment purposes or business of the Public Body.**

The meeting can be accessed via zoom...

The meeting was called to order at 7:02 PM by President Amanda Crider. Those present were: Valerie Davis, Hannah Greever, Bob Metcalf, Linda Woodrome, Sharon Yearwood, Director Bill Pixley, and Assistant Director Esther Curry. Those present by Zoom were Amanda Crider and Alyson Morris.

Audience to Visitors: Greg Lamberson, LEAP

Secretary's Report: The Secretary's Report was previously given to Board members. As there were no corrections or additions, Linda Woodrome made a motion to accept the Secretary's Report. Valerie Davis seconded the motion. The motion carried. ROLL CALL #1 was approved 7-0.

Correspondence: Director Pixley presented correspondence from James Tittle who expressed his views on various items concerning the library. Pixley also shared a thank you note from a patron complimenting Jan Kreher and Janetta Sutton for their excellent service.

Treasurer's Report: Treasurer Bob Metcalf gave the following report:

First Community Bank	General Operating Fund	703,267.00
	Working Cash Fund	199,942.00
	Special Reserve Fund	<u>1,510,108.00</u>
	TOTAL	\$2,413,317.00

Valerie Davis made a motion to accept the Treasurer's Report and pay the monthly bills.

Hannah Greever seconded the motion. The motion carried. ROLL CALL #2 was approved 7-0.

Director's Report: None.

Staff Reports: Susan Williams gave her written report of the activities of the Children's Department.

Report of Officers:

President: None.

Treasurer: None.

Standing Committees:

Finance: None.

Personnel: None.

Policy: None.

Building and Grounds: None.

Community Relations: None.

Special Committees:

LEAP: SEE Unfinished Business

Illinois Heartland Library System: Director Pixley stated that IHLS is still looking for board members to serve on the Board of Directors.

Report from the Shakespeare Foundation: Treasurer Metcalf stated that \$18,246.16 was transferred from the Foundation to the library. Bob stated he is going to suggest to the Foundation Board that the Foundation give an additional \$1,100 to the Brehm Library.

UNFINISHED BUSINESS:

LEAP: Greg Lamberson stated that the library had come to the end of Phase One and it was now time to continue down the path to the future library. Lamberson felt that the ideas presented by the Phase One report needed to be discussed before proceeding to Phase Two. He continued by saying he felt this discussion needed to have an unbiased moderator. He suggested the LEAP committee and other stake holders conduct such a workshop using Dewberry's Amanda Voorhees as moderator. The cost of this workshop with Voorhees would be \$6,840. In addition, Lamberson suggested doing a concept design of the library and a rough cost estimate. Linda Woodrome made a motion to accept the Dewberry proposal for an additional workshop at \$6,840 and Preliminary Design Service at \$35,750. President Amanda Crider seconded the motion. The motion carried. ROLL CALL #3 was approved 6-0 with one member, Bob Metcalf, abstaining.

Lamberson stated that he had spoken with Sandy Sennett concerning marketing of the library project and that she would be interested in such a position. She has worked on several community projects—Granada Theatre and the Speros project (former Methodist Children's Home). Lamberson continued by saying this would be a full time position leading to an all-volunteer group such as a Friends of the Library or a foundation in the future. Lamberson further stated that a marketing plan needed to be in place before moving to Phase Two.

Electronic Sign Proposal: Linda Woodrome made a motion to accept Ham Signs' proposal of \$18,246.08 for the electronic sign and to accept KT Electric's proposal of \$2,100 for the electrical installation of the sign. Valerie Davis seconded the motion. The motion carried. ROLL CALL #4 was approved 7-0.

NEW BUSINESS:

Approval of eRate Grant: After reviewing three proposals, Clearwave was selected as the internet provider. Valerie Davis made a motion to accept Clearwave as our internet provider. Amanda Crider seconded the motion. The motion carried. ROLL CALL #5 was approved 7-0.

Anti-sexual Harassment Training and OMA Training: Director Pixley reminded board members these trainings need to be completed and certificates of completion given to him.

Links to these trainings were provided by the Director.

Mt. Vernon Remembers Printing: Director Pixley received a quote from Peacock Printing to print two hundred copies of Thomas Puckett's book. He stated that the library would sell the books for \$15, leaving a profit of \$3 per book for the library. Bob Metcalf made a motion to accept Peacock Printing's proposal to print 200 copies of **Mt. Vernon Remembers** for \$2433.64, to have a digital copy made to put on the library website, and to sell the books for \$15 retaining \$3 as profit. Valerie Davis seconded the motion. The motion carried. ROLL CALL #6 was approved 7-0.

Paid Leave for All Workers Act: Director Pixley notified the Board that beginning January 1, 2024, all workers will receive 40 hours of leave time. He stated he would work on language and present the wording to the Board.

Juneteenth Holiday: The library will remain open.

Closed Session: None.

Adjournment: Valerie Davis made a motion to adjourn the meeting. Hannah Greever seconded the motion. The motion carried. ROLL CALL #7 was approved 7-0. President Crider adjourned the meeting at 8:18 PM.
