



Agenda Item #4 (b)

Library Board of Trustees Minutes of Meeting

**The Julia F. Burnham 3rd Floor Conference Room • Main Library • 200 West Green Street • Champaign
August 16, 2023**

1. The meeting was called to order at 5:33 p.m. by President Blakeman.
2. Members present: Katie Blakeman, Trisha Crowley, Michael Foellmer, Michael La Due, Charles Lansford, and Minnie Pearson

Members absent: Maryka Baraka, Rajeev Malik, and Chaya Sandler

Library staff present: Brittany Millington, Amy Al-Shabibi, Jill Bouvet, Tricia Duzan, Essie Harris, Debbie Keith, Jordan Neal, Michael Rogalla, Evelyn Shapiro, Brandon Stokes, Maura Stutzman, and Jennifer Sutton

Visitors present: Natalie Frankenberg and Dr. Lawrence Richards

3. Approve the Agenda:
 - MOTION by Lansford to approve the agenda as presented; seconded by La Due. All: Aye.
 - There were no public comments.
4. Approve the Minutes:
 - a. Regular Meeting Minutes, July 19, 2023
 - MOTION by La Due to approve the regular minutes of July 19, 2023 as presented; seconded by Pearson. All: Aye.
 - There were no public comments.
5. Director's Report:
 - Millington reported that we have welcomed the teens back and 150 to 200 are visiting daily. It has been great having them back.
 - Millington mentioned that there are several major objectives taking place in our accounting department, including the audit process, a new ACH vendor process, and finalizing The Studio.

- Debbie Keith will extend her retirement date to October 19, 2023 to complete these objectives.

a. The Studio Project Update

- Millington reported that work in The Studio is progressing nicely. We will be able to share opening dates in the near future.

b. Fall Program & Event Presentation (Evelyn Shapiro, Promotions Manager)

- Shapiro shared a presentation of the many workshops and programs coming up this fall.

6. FY2022/23 IPLAR (Illinois Public Library Annual Report):

- MOTION by Lansford to approve the FY2022/23 IPLAR as presented; seconded by Pearson.
All: Aye.
- There were no public comments.

7. Board Committee and Liaison Assignments for FY23/24:

- Blakeman assigned the following Board members to the following committees:

Standing Committee on Budget and Finance

Baraka, *Chair*, Foellmer, and Malik

Standing Committee on Personnel

Crowley, *Chair*, La Due and Pearson

Standing Committee on Policy

Pearson, *Chair*, Lansford, and Sandler

Nominating Committee:

Lansford, *Chair*, Baraka, and Pearson

Official Representative to Foundation Board

Charles Lansford

Liaison to Friends of the Champaign Public Library

Trisha Crowley

The President serves *ex officio* on each committee.

8. FY2023/24 Proposed Revised Budget and Personnel Complement:

- Keith shared the proposed revised budget and personnel complement. The proposed revised budget includes an increase for the operating fund balance.
- MOTION by Pearson to approve the FY2023/24 Proposed Revised Budget and Personnel Complement as presented; seconded by La Due. All: Aye.
- There were no public comments.

9. Financial Reports:

a. Approve "Check Summary," "Check Register," and "Handwritten Checks" for July 2023:

- MOTION by Lansford to file the check summary, check register, and handwritten checks for July 2023 as presented; seconded by Crowley. All: Aye.
- There were no public comments.

b. FY2023-2024 Financial Statements:

- MOTION by Crowley to accept the July 2023 financials as presented; seconded by La Due. All: Aye.
- There were no public comments.

10. Correspondence and Communications:

- None.

11. Committee and Liaison Reports:

a. Champaign Public Library Foundation:

- Lansford reported that the Finance committee met last week. Things are going well and The Studio project is well-funded.

b. City Council:

- No report.

c. Friends of the Champaign Public Library:

- No report.

12. Comments from the Audience:

- None.

13. Comments from the Board:

- Lansford said his grandchild loves the library and loved the butterflies.
- Crowley expressed appreciation for allocating more money to ebooks.
- Blakeman thanked staff who assisted her family member with a resume, cover letter, and positive support.

14. Next Meetings or Events:

- Regular Meeting, Sept. 20, 2023, 5:30 p.m., Douglass Branch Library, 504 E. Grove Street, Champaign
- Regular Meeting, October 18, 2023, 5:30 p.m., Burnham 3rd Floor Conf. Room, Main Library
- Regular Meeting, November 15, 2023, 5:30 p.m., Burnham 3rd Floor Conf. Room, Main Library

15. Adjournment:

- MOTION by La Due to adjourn at 6: 19 pm; seconded by Crowley. All: Aye.

Respectfully submitted,

Katie Blakeman, President

Michael La Due, Secretary

Jill Bouvet, Recorder