

Agenda Item #4 (a)

**Library Board of Trustees
Minutes of Meeting**

**The Julia F. Burnham 3rd Floor Conference Room • Main Library • 200 West Green Street • Champaign
July 19, 2023**

1. The meeting was called to order at 5:30 p.m. by Vice-President Pearson.
2. Members present: Trisha Crowley, Michael Foellmer, Michael La Due, Charles Lansford, Minnie Pearson, and Chaya Sandler

Members absent: Maryka Baraka, Katie Blakeman, and Rajeev Malik

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

Visitors present: Natalie Frankenberg
3. Approve the Agenda:
 - MOTION by La Due to approve the agenda as presented; seconded by Lansford. All: Aye.
4. Approve the Minutes:
 - a. Regular Meeting Minutes, June 21, 2023
 - MOTION by La Due to approve the regular minutes of June 21, 2023 as presented; seconded by Sandler. All: Aye.
 - b. Nominating Committee Meeting Minutes, June 28, 2023
 - MOTION by Sandler to approve the Nominating Committee minutes of June 28, 2023 as presented; seconded by La Due. All: Aye.
5. Election of FY24 Officers (Standing Committee on Nominations)
 - Lansford reported that the Nominating Committee met and are presenting the returning slate of officers:
President: Katie Blakeman
Vice-President: Minnie Pearson
Secretary: Michael La Due
Treasurer: Rajeev Malik

- Lansford called for any other nominations from the Board. There were none.
- MOTION by Lansford to approve the returning slate of officers as presented; seconded by Crowley.
All: Aye.

6. Director's Report:

- Millington shared great news for the Promotions Team (Evelyn Shapiro, Promotions Manager and Gloria Roubal, Promotions Associate) for being chosen as the recipients of the 2023 Illinois Library Association's (ILA) Deborah Dowley Preiser Marketing Award which will be presented in October at the ILA Annual Conference in Springfield.
 - Millington also mentioned the Juneteenth celebration was a fantastic day with more than 1,000 community members in attendance. At the Library table, more than 530 books were given away. The Friends of Library were in attendance and also provided free books to children and adults. Millington recognized the excellent work by Essie Harris and Danté Scott for the event.
- a. Strategic Plan Progress Report
- Millington stated the report includes updates from the past six months and noted how exciting it is to see the Library back with community outreach.
- b. The Studio Project Update
- Millington reported that the Studio timeline is adjusting due to delays in millwork and glazing.
- c. Annual Statistics Presentation (Nanette Donohue, Collections and Technical Services Manager):
- Donohue presented the annual FY2023 statistics overview noting attendance, programs, library cards, library visits, items loaned, and digital items loaned have all increased significantly.

7. Illinois Libraries Present: Intergovernmental Agreement for Joint Purchasing of Library Programming, Events, and Services:

- Millington explained the agreement will authorize the Library to participate in joint purchasing with other Illinois libraries for virtual author programs. The fee to join is \$2,100 per year for Champaign Public Library. This program will supplement the book club programs and Great Author series, which increases accessibility to authors and is reasonably priced.
- There were no public comments.
- MOTION by Lansford to approve the Illinois Libraries Present: Intergovernmental Agreement for Joint Purchasing of Library Programming, Events, and Services as presented; seconded by Sandler.
All: Aye.

8. Meeting Room Carpet Project:

- Millington reported that a Request for Proposals (RFP) was issued on June 6, 2023. The project includes removing existing carpet, procuring and installing new carpet, as well as providing stock for meeting rooms A, B, and C. The Library received one submission from Tiles in Style with a total

project of \$68,449. Tiles in Style is based in South Holland, IL. If approved, the work would take place beginning November 13 and completed by December 1, 2023.

- There were no public comments.
- MOTION by Sandler to approve the Meeting Room Carpet Contract with Tiles in Style as presented; seconded by La Due. All: Aye.

9. Financial Reports:

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

- MOTION by Lansford to file the check summary, check register, and handwritten checks for June 2023 as presented; seconded by La Due. All: Aye.

b. FY2022-2023 Financial Statements:

- MOTION by La Due to accept the June 2023 financials as presented; seconded by Sandler. All: Aye.

10. Correspondence and Communications:

None.

11. Committee and Liaison Reports:

a. Champaign Public Library Foundation:

- Lansford reported that things are moving along.

b. City Council:

- No report.

c. Friends of the Champaign Public Library:

- Crowley reported that the Friends are having a good year. The Friends had a good presence at the Juneteenth Celebration and expect greater sales when The Studio opens.

12. Comments from the Audience:

- None

13. Comments from the Board:

- Sandler thanked the Library for the condolence card she received for her Grandmother who was an avid reader and loved libraries.

14. Next Meetings or Events:

- Regular Meeting, August 16, 2023, 5:30 p.m., Burnham 3rd Floor Conf. Room, Main Library
- 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

15. Adjournment:

- MOTION by Sandler to adjourn at 6:30 pm; seconded by Crowley. All: Aye.

Respectfully submitted,

Katie Blakeman, President

Michael La Due, Secretary

Jill Bouvet, Recorder