

BRENTWOOD PUBLIC LIBRARY

LIBRARY BOARD OF TRUSTEES MEETING

APRIL 16, 2018

CALL TO ORDER FOR QUORUM

President Jeanette Oesterly called the meeting to order at 6:30 PM. Present: Ed Wright, Garry Truman, Chris Herrington, Cindy Bechtel, and Jeanette Oesterly, Library Director Gina Gibbons, Alderwoman Kathy O'Neill. A quorum was present.

ACCEPTANCE OF AGENDA

Motion to accept agenda made by E. Wright, seconded by C. Herrington. On question, all aye.

MINUTES OF MARCH 6, 2018 MEETING

Motion to accept the March minutes as written made by E. Wright, seconded by J. Oesterly. On question, all aye.

ALDERMANIC REPORT

Kathy O'Neill reported that grant money allocated for a study regarding renovation of the City Hall/Library building concerns only specific areas of the City Hall portion of the building, not the library.

LIBRARY DIRECTOR'S REPORT (See attached Director's report dated April 16, 2018)

Gina reported that the new computers have arrived and will be installed soon. As part of the grant, staff will be trained on new software updates as well. C. Herrington inquired about recycling the old computers. After discussion, he offered to contact a local non-profit organization to see if they can accept them. The search continues for a new staff member. The job description was modified somewhat to expand the potential applicant pool.

OLD BUSINESS

Long-term planning for library

Gina met with architect Rich Emery to look at space utilization for the current library building. The Board discussed short and long-term options and that it will most likely not be feasible to plan for a new building, possibly a new location, rental of another property, or renovation of the current City Hall building. The library is in a desirable location currently, and it is unlikely we will have a funding source for major changes in the near future. We identified immediate priorities as (1) expanding meeting and programming space and (2) acquisition of materials. The Board's unanimous decision was that the best option for the next few years would be staying in the current building and exploring possible modifications to achieve the best space utilization to meet our goals. Gina and E. Wright will follow up with the architect to work on options.

TREASURER'S REPORT

No report. Members reviewed the most current financial statement from 3/27/18.

NEW BUSINESS

Recruitment of trustees

Jaime Kirsch has resigned as trustee due to currently residing outside Brentwood. Jackie Radovich will be term-limited in June. Cindy Manestar resigned because of family health issues. Therefore the Board will need to add 3 new trustees as soon as possible. The last Board meeting for this term will be in June, and new officers for the upcoming term will be elected at that time. Ideally, there will be a full roster of trustees by that meeting. Some possible candidates were discussed. It was decided to contact the aldermen/women from each ward for their help in recruitment from their respective wards. Current Board members and Gina will also continue to seek candidates.

New lending policy

Gina requested that the Board approve a new lending policy to change the check-out period for "Hot" books from 1 week to 3 weeks. Library patrons complained that 1 week often wasn't enough time to read and return their books. Motion to approve this new policy made by G. Truman, seconded by C. Herrington. On the question, all aye.

ADJOURNMENT

There being no public comments or need for closed session, G. Truman moved to adjourn the meeting, seconded by C. Herrington. On the question, all aye. Meeting was adjourned at 7:30. The next meeting will be Tuesday May 1, 2018 at 6:30 pm.

Respectfully submitted,

Cynthia Bechtel, acting secretary