CALL TO ORDER
Board President Edward J. Barry, Jr. called the meeting of the Board of Library Trustees of Peoria Public Library to order at 5:03 p.m. This annual meeting was held in the Lower Level Two Conference Room of Main Library, 107 Northeast Monroe, Peoria, Illinois.

PLEDGE OF ALLEGIANCE
The President requested that all those who are able to please stand and join him in saying the Pledge of Allegiance.

ROLL CALL
Board Members Present: Edward J. Barry, Jr., Stephen M. Buck, Norman H. Burdick, Margaret E. Cousin, Lucy D. Gulley, and F. Eugene Rebholz
Board Members Absent: Debbie M. Ritschel and Barbara Van Auken (and one vacancy)
Library Staff Present: Carolyn Conklin, Reference Assistant; Alyce Jackson, Manager of Programming; Leann Johnson, Library Director; Roberta Koscielski, Assistant Director; Trisha Noack, Manager of Public Relations; and Jenny Sevier, Manager of Reference Services
Others Present: None

CORRESPONDENCE TO THE BOARD
Correspondence was passed among Board members. Mr. Barry made mention of the nice note from Katherine Coyle complimenting our staff on a great job as they assisted her with meeting room logistics. He also noted the article in InterBusiness Issues magazine about the dynamic role of the public library in contemporary society.

PRESENTATION BY AUDIENCE ON AGENDA ITEMS
None

CONSENT AGENDA
A. #2017-01: Request to Approve Minutes as listed below:
   1. Minutes of the Community Relations Committee meeting of December 6, 2016
   2. Minutes of the Regular Board meeting of December 20, 2016
   3. Minutes of the Regular Board meeting Executive Session of December 20, 2016

B. #2017-02: Request to Approve Expenditures as listed below:
   1. Payroll for Period Ending December 20, 2016 $ 139,279.56
   2. Payroll for Period Ending January 5, 2017 $ 141,734.12
   3. Payroll, Attendance Bonuses, December 31, 2016 $ 4,450.00
   4. Regular Expenditures for January 2017 $ 165,886.45
5. 2016 Obligated Fund Expenditures for January 2017 $  66,102.75

C. #2017-03: Request of the Library Director to Approve Personnel Actions for the period ending January 13, 2017

D. #2017-04: Finance Report from the Library Director for the month of December 2016 with Request to Receive and File

E. #2017-05: Library Use Statistics from the Library Director for the month of December 2016 with Request to Receive and File

F. #2017-06: Establish dates and times for 2017 Regular Board of Library Trustees meetings

G. #2017-07: Affirm Committee Assignments

   President Edward Barry asked Board members if they wished to have any of the Consent Agenda items removed for further discussion. Mr. Rebholz requested that item #2017-04 be removed from the Consent Agenda for further discussion.

   A motion was made by Margaret Cousin, seconded by Stephen Buck, to approve Consent Agenda items #2017-01 through #2017-03 and items #2017-05 through #2017-07. Motion carried by viva voce vote.

D. #2017-04: Finance Report from the Library Director for the month of December 2016 with Request to Receive and File

   Mr. Rebholz asked why the 2016 budgeted amount for GASB 45 Liability is much less than the year to date 2016 amount. Leann Johnson responded that this is because we prepaid a significant amount of GASB 45 for 2017. A motion was made by Eugene Rebholz, seconded by Norm Burdick, to approve item #2017-04 as presented. Motion carried by viva voce vote.

OTHER ACTION ITEMS
A. #2017-08: Recommendation from the Administration to Adopt a Revised Collection Management Policy

   Leann noted that this revised policy includes updated wording in the “Selective U. S. Government Documents Depository” section. This wording was provided by Joe Fitzanko, government documents librarian in our reference department. A motion was made by Eugene Rebholz, seconded by Margaret Cousin, to approve item #2017-08 as presented. Motion carried by viva voce vote.

B. #2017-09: Recommendation from the Administration to Adopt a Petitions, Solicitation, and Political Activities Policy

   Leann noted that this new policy includes wording which more carefully clarifies where people can stand at each library location when soliciting signatures for a petition or
leafleting. A motion was made by Lucy Gulley, seconded by Margaret Cousin, to approve item #2017-09 as presented.

C. #2017-10: Recommendation from the Administration to Adopt 2017 Peoria Public Library Goals

Leann noted that the 2017 goals reflect no changes from 2016. A motion was made by Margaret Cousin, seconded by Stephen Buck, to approve items #2017-10 as presented. Motion carried by viva voce vote.

REPORT OF THE DIRECTOR

A. Upcoming Programming and Exhibits
Leann noted that the monthly programming report was provided in the Board packet. She highlighted the following programs:

- The January 14th showing of “Peoria Pledged to Progress” at Main Library attracted 55 people.
- The first “Lincoln Center Local” event earlier this month at North Branch attracted 12 people. These programs will continue monthly on the second Wednesday at North Branch.
- NEA Big Read: Peoria Reads 2017 encourages the community to read and discuss Silver Sparrow by Tayari Jones. A mayoral proclamation for this project will be part of the January 24th City Council meeting.
- Karla Wilkinson is collaborating with Bradley University to bring young adult author Matt de la Pena to Peoria Public Library on February 9th.
- Both Music in the McKenzie and our Gallery are already booked through 2017!

B. Oath of Office
Leann reminded each Board member to sign the Oath of Office form at their place and then provide them to Board Secretary Lucy Gulley for her signature. Roberta will place the signed copies in the Administrative Office files.

C. Annual Library Certification
Leann noted that this certification was submitted last week. Submission of this certification is required of all library system members in order to qualify for continuing system services and grants programs from the Illinois State Library.

D. 2016 Report of Peoria Public Library Goals
Leann drew Board members’ attention to the year end report on Peoria Public Library goals. It was noted that most of the achievements included in this report were also reported to the Illinois State Library in our Per Capita grant application submitted to the Illinois State Library earlier this month.

E. Holiday/Closings Schedule
Mr. Barry noted that this item would be discussed in Executive Session.
F. Other
Leann noted that there will be a meeting with the Personnel Committee in February to review The Singer Group management and exempt staff compensation study.

REPORT OF LIBRARY BOARD LIAISON TO THE FRIENDS OF PEORIA PUBLIC LIBRARY
Liaison Margaret Cousin reported on the following items from the January Friends meeting:

- There were three funding requests this month – for $650 to 675 to purchase two Little Free Libraries; for $5,000 requested by Alyce Jackson to support children’s programs; and for $300 to provide music during the February NEA Big Read Peoria Reads author visit to Lincoln Branch.
- A handout will be created and distributed which explains exactly what Friends accepts, what conditions these materials must be in, and how they should be packaged up.
- The Friends will renew its $720 annual subscription to Book Page, a little newspaper of book reviews which is handed out at branch information desks.
- The Friends’ Annual Meeting to elect its Board of Directors will be held on February 8 at 4:00 p.m., with the regular Board meeting directly following.
- It was proposed that 10% of the red dot books on the Friends’ shelves be culled each month and the space back-filled with selections from the closet. Discarded books will be sent to Chillicothe for recycling.
- Board President Dave Weiss noted that yearly revenues at North Branch are in the $4-5,000 range and at Main Library in the $14-15,000 range. Since there is real potential to improve proceeds at North, the Friends will consider stocking those shelves more frequently, including different types of books and a focus on more children’s offerings.
- There was discussion regarding advertising for the upcoming semi-annual March book sale.

COMMITTEE REPORTS (alphabetical listing of committee reports follow the agenda)
The Building, Executive, Finance, Nominating/Appeals and Personnel/Negotiations committees did not have a report.

A. Community Relations Committee
1. Report of the meeting of January 3, 2017
Committee member Margaret Cousin reported on the following items:
- The Digitization Subcommittee will meet on January 19 on 4:00 p.m.
- A Little Free Library was on display. It needs to be painted and have identifying tags affixed. The project will start with just a few indoor Little Free Libraries to see how it goes.
- Lakeview Branch will be hosting the Peoria Public Schools SIP Day meeting of school library managers on February 1.
- Roberta announced that she is involved in facilitating an OLLI study group on the heroin/opiates epidemic and distributed information about this study group.
- Information about the naming of the North Branch rotunda will be coming this spring.
- There will be follow-up conversation between Peoria Public Library and Bloomington Public Library regarding ideas for collaboration.
• There will be continued conversation between Peoria Public Library and Peoria Riverfront Museum regarding ideas for collaboration.

Edward Barry added that the Shakespeare quote that has been hung on the wall of the conference room is a wonderful piece of history and a get-together to celebrate it will be planned.

PRESENTATION BY AUDIENCE
None

OTHER BUSINESS
None

# 2017-11: EXECUTIVE SESSION
A motion was made by Margaret Cousin, seconded by Stephen Buck, to move into Executive Session at 5:47 p.m. for the purpose of discussing probable or imminent litigation (5ILCS 120/2(c)(11)). Motion carried by viva voce vote.

RETURN FROM EXECUTIVE SESSION
The Board returned to Regular Session at 6:11 p.m. and the following action was taken:
A. For the purpose of discussing probable or imminent litigation (5ILCS 120/2(c)(11))
   A motion was made by Stephen Buck seconded by Margaret Cousin, to send the letter written by Stephen Buck, with the edit agreed upon by the committee and including the signature of the President of the Library Board of Trustees, to the Freedom From Religion Committee. The motion carried five to one, with Norm Burdick opposed.

AGENDA BUILDING
None

#2017-13: ADJOURNMENT
A motion was made by Margaret Cousin, seconded by Lucy Gulley, that this meeting be adjourned at 6:12 p.m. Motion carried.