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 5:08 p.m. This regular meeting was held in the Lower Level 2 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, Tiffanie S. Duncan, Lucy D. Gulley, F. Eugene Rebholz, and Barbara Van Auken
Board Members Absent: Debbie M. Ritschel
Library Staff Present: Carolyn Conklin, Reference Assistant; Kris Holden, Finance and Budget Coordinator; Alyce Jackson, Manager of Programming; Leann Johnson, Library Director; Jamie Jones, Manager of McClure Branch; Roberta Koscielski, Assistant Director; and Jenny Sevier, Manager of Reference Services
Others Present: None

CORRESPONDENCE TO THE BOARD
Correspondence was passed among Board members. Mr. Barry noted that items included a thank you note from Osher Lifelong Learning Institute.

PRESENTATION BY AUDIENCE ON AGENDA ITEMS
None

CONSENT AGENDA
A. #2017-34: Request to Approve Minutes as listed below:
   1. Minutes of the Community Relations Committee meeting of February 7, 2017
   2. Minutes of the Regular Board meeting of March 21, 2017
   3. Minutes of the Executive Committee meeting of April 10, 2017
   4. Minutes of the Executive Committee meeting Executive Session of April 10, 2017

B. #2017-35: Request to Approve Expenditures as listed below:
   1. Payroll for Period Ending March 20, 2017 $ 145,554.98
   2. Payroll for Period Ending April 5, 2017 $ 145,741.27
3. Regular Expenditures for April 2017 $ 208,027.72
4. Capital Development Fund Expenditures for April 2017 $ 1,596.10

C. #2017-36: Request of the Library Director to Approve Personnel Actions for the period ending April 15, 2017

D. #2017-37: Finance Report from the Library Director for the month of March 2017 with Request to Receive and File

E. #2017-38: Library Use Statistics from the Library Director for the month of March 2017 with Request to Receive and File

Mr. Barry asked Board members if they wished to have any of the Consent Agenda items removed for further discussion. Mr. Rebholz requested that item #2017-38 be removed from the Consent Agenda for further discussion.

A motion was made by Barbara Van Auken, seconded by Lucy Gulley, to approve Consent Agenda items #2017-34 through #2017-37 as presented. Motion carried by viva voce vote.

E. #2017-38: Library Use Statistics from the Library Director for the month of March 2017 with Request to Receive and File

Eugene Rebholz reminded Board members that he had asked a question about whether the youth program statistics in the graph of middle school and high school programs were also included in the children’s programs numbers in the pie chart. He said that Administration had let him know that the answer is yes. They added that the middle school and high school program numbers were being pulled out into a separate graph to ensure that the Library was meeting the goal of offering a selection of programs for tweens and teens as well as for the younger children. A motion was made by Mr. Rebholz, seconded by Barbara Van Auken, to approve item #2017-38 as presented. Motion carried by viva voce vote.

OTHER ACTION ITEMS

A. #2017-39: First Reading Review of Compensation Philosophy

Leann Johnson noted that the Compensation Policy was written when pay for performance was implemented. With the new compensation study of management and other exempt staff, it is a good time to review this document. Administration has reviewed the document and suggested only the deletion of a word which appears twice in a sentence. A motion was made by Margaret Cousin, seconded by Barbara Van Auken, to approve the first reading of the Compensation Philosophy and then place it on the agenda for the next regular Board meeting on May 16, 2017. Motion carried by viva voce vote.
B. #2017-40: First Reading Review of Standards of Behavior Policy

Leann Johnson noted the need to update this policy to include wording relating to vaping and the use of e-cigarettes. Mr. Rebholz asked which of the standards of behavior are violated most often. Leann reviewed the list and noted those which are most often violated and how the staff and/or security guards deal with the violations. Mr. Rebholz stated that he appreciates what the staff does in dealing with these issues. A motion was made by Barbara Van Auken, seconded by Norm Burdick, to approve the first reading of the revised Standards of Behavior Policy and then place it on the agenda for the next regular Board meeting on May 16, 2017. Motion carried by viva voce vote.

REPORT OF THE DIRECTOR

A. Upcoming Programming and Exhibits

Leann reported that the 2017 Summer Reading Program theme is “Reading by Design.” The program will run from June 4 through July 22 with the party on July 25 at the Riverfront Museum and Caterpillar Visitors Center. The Friends of Peoria Public Library fund both the party and the weekly summer reading prizes. Related programs will focus on STEM activities. The Bookmobile will visit the three Peoria Public schools which are offering summer school in June and July. Leann noted that the April 23 Music in the McKenzie will feature music of the 1970s. In May, the art gallery will host the Rennick Art Show. Mr. Barry added that Congressman Darin LaHood made nice comments about the Library and Library staff as he spoke at the Congressional Art Show prior to the Board meeting.

B. Progress Report on 2017 Peoria Public Library Goals

Roberta reviewed the report, focusing on the off-site visits made by Library staff during the first quarter as well as the ways staff members are showcasing and increasing access to our local history collection. Leann added that new Manager of Technical Services Liza Hickey will be working with Jenny Sevier on the digitization of selected Peoria Public Library historic holdings. Mr. Rebholz asked whether some of the reference staff specialize in local history. Leann responded that Deb Bier, Chris Farris, and Amber Lowery spend the bulk of their time in the local history area and Jenny added that Carolyn Conklin, Joe Fitzanko, and Cindy Wright also spend time working there. Leann added that Manager of Collection Development Robin Helenthal is cross-training in the local history area as a goal for better understanding of the collection and is working on a special project as part of her goal.

C. Other

None

REPORT OF LIBRARY BOARD LIAISON TO THE FRIENDS OF PEORIA PUBLIC LIBRARY

Margaret Cousin stated that the Friends did not have a meeting in April. However, they passed a recommendation to fund $420 for 500 earbuds and $4,352.50 for summer reading prizes.
COMMITTEE REPORTS (alphabetical listing of committee reports follow the agenda)
The Building, Finance, and Nominating/Appeals committees did not have a report.

B. Community Relations Committee
1. Report of the meeting of April 4, 2017
   Barbara Van Auken reported that planning for digitization is moving ahead. They are
   pursuing a memorandum of understanding with NewsBank. Norm Burdick noted that
   they had a great meeting with Marc McClellan of NewsBank. Barbara said that Jeanne
   Williamson is leading the Little Free Libraries project as the committee decides where
   the three libraries will be placed. Barbara noted that Roberta provided reports on our
   partnership with Peoria Public Schools and with the Mayor’s Community Coalition
   Against Heroin. Barbara reported that reference assistants Gwen Ayler of McClure
   Branch and Katy Bauml of Lakeview Branch presented information on StoryWalk, which
   is a series of laminated pages from a children's book attached to wooden stakes and
   installed along an outdoor path. The committee wholeheartedly recommended pursuit of
   this project and placing a prototype in Columbia Park. The committee asked that
   information be brought to the next meeting on funding sources and budget development.

C. Executive Committee
1. #2017-41: Recommendation regarding Library Director Contract and Salary
   Margaret Cousin reported that the committee met last week to discuss the performance
   evaluation of the Library Director. Margaret Cousin made a motion, seconded by Norm
   Burdick, to recommend to the full Board a one-year extension of Director Johnson’s
   employment contract, with a salary increase commensurate with prior increases based
   upon a positive annual performance rating for 2016. Motion carried by viva voce vote.

PRESENTATION BY AUDIENCE
None

OTHER BUSINESS
None

#2017-45: EXECUTIVE SESSION
A motion was made by Barbara Van Auken, seconded by Norm Burdick, to move into Executive
Session at 5:48 p.m. for the purpose of discussing personnel issues (5ILCS 120/2(c)(1)).
Motion carried by viva voce vote.

RETURN FROM EXECUTIVE SESSION
The Board returned to Regular Session at 6:35 p.m. and the following action was taken:
A. #2017-42: Recommendation to Approve Title Changes for Library Director, Assistant
   Director, and Manager of Maintenance Services
   A motion was made by Barbara Van Auken, seconded by Margaret Cousin, to approve item
   #2017-42 as presented. Motion carried by viva voce vote.
B.  #2017-43: Recommendation to Approve Classification Changes and Salary Ranges for Management and other Exempt Staff
   A motion was made by Barbara Van Auken, seconded by Margaret Cousin, to approve item #2017-43 as presented. Motion carried by viva voce vote.

C.  #2017-44: Recommendation regarding Pay for Performance Incentives for Exempt Staff for 2017
   A motion was made by Barbara Van Auken, seconded by Margaret Cousin, to approve item #2017-44 as presented. Motion carried by viva voce vote.

   Barbara Van Auken asked staff to bring plans and suggestions to the Personnel/Negotiations Committee for 2018 pay for performance incentives for exempt staff.

AGENDA BUILDING
None

#2017-47: ADJOURNMENT
A motion was made by Barbara Van Auken, seconded by Lucy Gulley, that this meeting be adjourned at 6:38 p.m. Motion carried.

Lucy D. Gulley, Secretary
Board of Library Trustees
Peoria Public Library