

**Bradley Public Library
Board of Trustees
Regular Meeting – February 16, 2022
Drassler Meeting Room**

President Bayer called the meeting to order at 6:03 p.m.

Trustees Present: Karen Bayer, Lucson Edme, Connie Hendrickson,
Terri Jones, Jonathan Shinabarger

Trustees Absent: Madonna Benoit

Also Present: Jodie DePatis, Director, Marie Cowden, Recording Secretary

APPROVAL OF MINUTES:

Trustee Hendrickson made a motion to accept the minutes of the January 19, 2022 Regular Library Board meeting. Trustee Shinabarger seconded the motion. Motion carried by unanimous vote.

PUBLIC COMMENT: None

FINANCIAL REPORT AND APPROVAL OF VENDOR PAYMENTS:

Trustee Bayer made a motion to accept the Treasurer's Report as submitted and to accept Vendor Payments in the amount of \$39,192.77 for the month of January 2022. Trustee Jones seconded the motion. Motion carried by roll call of 5 ayes, 0 nays.

DIRECTOR'S REPORT:

(Statistical Reports Attached)

Director DePatis stated the following:

- **PROGRAMS:** In person programs started back up this Monday, February 14th. Upcoming programs to note: Say Yes to the Prom Dress is March 5 & 6. We are debuting 3 new book clubs: Your Mama's Book Club on the 1st Thursday at 4pm during Lego Club; Diverse Authors Book Club on the 2nd Tuesday at 4pm will read books written by POC; and Best of the Celebrity Book Clubs on the 4th Tuesday at 7pm with read titles from a variety of popular celebrity book clubs. The next Zoom author visit by Illinois Libraries Present is Jenny Lawson on March 30 at 7pm, and Growing Herbs adult program on March 31 at 6pm.
- **MAINTENANCE:** A leak was discovered with the water heater. Precision Piping replaced with a tankless water heater at half the cost of a tank water heater.
- **GRANTS:** Continuing to order materials for the EDI grant, "Tech to Go." Materials are expected to start circulating this month. The backordered hotspots from the ECF grant have arrived and are being processed. FY2022 Per Capita grant application has been turned in. BPL was one of 200 libraries nationwide to be awarded an ALA American Rescue Plan: Humanities Grants for Libraries for \$10,000. We will be purchasing a Short Story Cube and books for book discussions across all ages as well as hold a writers camp for kids over the summer and both adult and kids author visits.

- **CONTINUING EDUCATION**: Jodie DePatis attended the PrairieCat Delegates meeting on 1/26 and HR Roundtable on 1/20. Allison Orvis and Olivia Koerner attended the KALA marketing meeting, Olivia and Jodie attended the KALA General Membership meeting, Allison and Barbara Dubravec attended the KALA Youth Services meeting, and Jodie attended the KALA Director's meeting. Allison and Olivia attended a combined total of 10 workshops.
- **TECHNOLOGY**: All BBCHS Yearbooks from 1947-2017 are now on bibioboard and are free for public access. Link in on the Library's website under E-Library.
- **LEGAL**: The annual Property Tax Exemption form was completed and returned to the Kankakee County Assessor's Office.
- **COMMITTEE REPORTS**:
 - **Friends of the Library**: Trustee Bayer stated a book sale was being planned for April 21-23, 2022. She also stated that funds from the Friends group purchased the Amazon Prime membership for the year and the craft/candy boxes that were distributed to children that attended the visit with Santa in December. Trustee Bayer also announced details of a forthcoming public food pantry that will be placed in the library foyer area. She further explained that the project is in partnership with BBCHS and a grant issued by them will fund the building of the pantry.

UNFINISHED BUSINESS:

- **Coronavirus Re-Opening Plan Update**: Topic discussed and Trustee Bayer made a motion to lift the mask requirement for Bradley Public library patrons and staff beginning Monday, February 28, 2022 consistent with Illinois' Governor J.B. Pritzker's timeframe for ending mask requirements for the state of Illinois. Trustee Jones seconded the motion. Motion carried by roll call of 5 ayes, 0 nays.
- **Mortgage Refinance**: Topic discussed and Director DePatis stated the cost of the appraisal will come out of the library's operating budget. The following motions were made to secure Mortgage refinancing through Peoples Bank of Kankakee County:

Approval of Mortgage Refinancing:

Trustee Jones made a motion to approve refinancing the Bradley Public Library District's mortgage with Peoples Bank of Kankakee County for the outstanding balance plus associated fees at a fixed rate of 2.32% for 10 years and authorize Karen Bayer, President and Connie Hendrickson, Treasurer to execute loan documents on behalf of the Bradley Public Library District. Trustee Shinabarger seconded the motion. Motion carried by roll call of 5 ayes, 0 nays.

Set up of Bank Account and Signers:

Trustee Edme made a motion to authorize Karen Bayer, President and Connie Hendrickson, Treasurer to set up a checking account at Peoples Bank of Kankakee County for Bradley Public Library District and be authorized signers on said account. Trustee Jones seconded the motion. Motion carried by roll call of 5 ayes, 0 nays.

Approval of Director to Receive Information on Accounts:

Trustee Shinabarger made a motion to allow Jodie DePatis, Director to have the ability to call and receive account information and view account information through online banking for all Bradley Public Library District banking accounts and loans. Trustee Edme seconded the motion. Motion carried by roll call of 5 ayes, 0 nays.

- **Statement of Economic Interests:** Director DePatis informed all board members that in March they will receive an email informing them to complete a statement of economic interests.
- **Trustee Vacancy:** Director DePatis stated that an open seat on the board is still available. Information and application are available on the library's website. Vacancy is posted on the front door and will also be posted on Facebook.

NEW BUSINESS:

- **Trustee Education:** Director DePatis informed board members that Open Meetings Act Training portal was available again. She handed out instructions to complete the online training and informed new board members to complete training within 90 days. Trustee Bayer also distributed document with information from the Trustee Facts File, Fourth Edition 2012 for additional useful Trustee information.

COMMUNICATIONS/CORRESPONDENCE: Trustee Shinabarger expressed his interest in bringing back "Poetry Jam" program to the Library.

ADJOURNMENT:

At 6:42 p.m. Trustee Hendrickson made a motion to adjourn.

The next regularly scheduled board meeting will be Wednesday, March 16, 2022 at 6:00 p.m.

Respectfully Submitted,

Lucson Edme
Acting Secretary

Marie Cowden
Recording Secretary