

**LINCOLN PUBLIC LIBRARY
BOARD OF TRUSTEES
MEETING**

**May 19, 2022
620 Broadway St.**

PRESENT: Susan Rohrer, Keith Leesman, Libby Anderson, Roger Michalsen, Bill Vinyard, Tim Bacus, Thomas Zwilling.

ALSO PRESENT: Mike Starasta, Caroline Kiest, April Jensen, Donna Cunningham

1. CALL TO ORDER: Rohrer calls the Lincoln Public Library Board of Trustees Meeting for May 19, 2022 at 5:30 pm.

2. ADDITIONS TO THE AGENDA: None

3. EXECUTIVE SESSION 1- including 5 ILCS 120/02(c)(1) and/or(6)

4. EXECUTIVE SESSION 2 including 5 ILCS 120/02(c)(1) and/or (6)

Kiest, Jensen, Cunningham leave at 5:40 pm

Zwilling asked for a motion to come out of Executive session. Bacus seconded. Motion carried 7 – 0. Executive session ended at 7:00 pm.

5. PUBLIC COMMENTS: None

6. APPROVAL OF THE MINUTES/CORRECTIONS: Rohrer made a correction for the bidding process is for the amount \$25,000.00 not \$20,000.00. Leesman asked for a motion to accept the Library Board Minutes for April 21, 2022. Anderson seconded. motion carried 7 – 0.

7. NEW BUSINESS

a. Monthly financial reports: Starasta said Ann from Abbott Accounting is on vacation and the Board will get the financial reports next week. Bacus asked about IMRF. Kiest said the IMRF issues have been resolved.

b. Report from April: Jensen asked if the Board had any questions about her report. Jensen said the Adult Summer Reading Program will be starting next week. Tony designed the logo for the Adult Summer Reading Program. Leesman asked Jensen about the lock on the Annex front door. Jensen said Aaron Pickett hasn't had a chance to fix the lock. Vinyard asked about weeding the fiction books. Jensen said the weeding is needed to make room for the new books.

- c. Report from Donna:** Cunningham asked the Board if they had any questions about her report. Leesman asked Cunningham if she had enough donations for the Summer Reading program. Cunningham said add another \$200.00. Cunningham said they are putting finishing touches for the programs. Summer Reading Program sign up starts next week. Leesman thanked Cunningham for adding the Youth Services calendars to her report. Anderson asked about staffing. Cunningham said staffing is pretty good.
- d. Report from Caroline:** Kiest asked the Board if they had any questions about her report.

8. OLD BUSINESS/FEEDBACK AND FOLLOW-UP

- a. Tile Work:** Starasta still hasn't heard from Phil Ackerman.
- b. Heartland Building Ideas/Architect/Future use:** None
- c. Misc.:** Brady's painting told Starasta to get paint and varnish samples from Sherman Williams. Rohrer said the color for the front doors to match the brick. Vinyard said the color should be the original oak finish.

9. DIRECTOR'S REPORT

- a. OSHA issues/Mold:** Starasta said a report was filed anonymously to OSHA about the mold in the basement. OSHA dismissed the case. Then appeal was made about the OSHA dismissal.
 - I: ServPro: Starasta said ServPro would clean the entire basement but we need to tell them what we are keeping.
 - II: BlueSky: Starasta said BluSky had camera to check the mold. Bacus asked if the bids were for cleaning out the basement. Bacus asked if the company implied if there was any danger to the employees entering the basement. Starasta said the company said the employees shouldn't spend any significant amount of time in the basement. Bacus asked if the company can help find the source of the mold.
- b. Roof Update/Bids:** Starasta said the bids will be opened up on May 26, 2022 at 3 pm then have Board Meeting at 5:30 pm. Rohrer asked Starasta how many companies presented bids. Starasta said 5. Rohrer said the companies can come to the Library Board Meeting to discuss their bids. Anderson inquired if the Library needs to be closed for the mold removal. Starasta said no; they will move items to a sealed area in the basement. Starasta said BlueSky took a core sample of the roof.
- c. Boiler Issues/Thoms:** Starasta said the bid for the boiler pipe removal was \$2,300.00. Thom's said there wasn't any asbestos around the pipes. Anderson said the money

for Boiler could come out of the Carnegie Preservation fund. Leesman said the money could also come from Buildings and Grounds fund. Anderson said have Brady Painting paint patch the ceiling in the Carnegie Building.

d. Juneteenth: Starasta said Juneteenth is a federal holiday and other libraries are closing. Leesman asked for a motion to observe Juneteenth and close the library on Monday, June 20, 2022 following the holiday on June 19th. Bacus seconded. Motion carried 7 – 0. Rohrer said holiday procedures and part time pay will discussed next session.

c. Misc.: Rohrer asked Starasta to hand out the policy procedures. Starasta talked about what what procedures are being updated, examples; press released online resources, COVID. Rohrer asked the Library Board members to check their emails on regular basis. Bacus asked for a motion to accept the additions and updates to the procedure policies. Zwilling seconded. Motion carried 7 – 0.

10. ADJOURNMENT: Zwilling asked for a motion to adjourn the Lincoln Public Library Board of Trustees Meeting for May 19, 2022. Anderson seconded. Motion carried 7 – 0.

Meeting ended at 7:15 pm.

Respectively submitted,

Caroline Kiest
Recording Secretary