

MINUTES  
REGULAR MONTHLY MEETING OF THE BOARD OF TRUSTEES  
DEKALB PUBLIC LIBRARY  
BILDER FAMILY MEETING ROOM  
WEDNESDAY, MARCH 13, 2024  
6:30 P.M.

BOARD MEMBERS PRESENT: Bill Cummings, Andrea Dahlberg, Rebecca Hunt, Kelli Meserole, Jennifer Salmon, Gary Vander Meer, India Washington

BOARD MEMBERS ABSENT: Betsy Zimmerman (remote call-in)

LIBRARY STAFF PRESENT: Marisa Glover, Emily Faulkner, Ryan Racine

GUESTS PRESENT: None

#### CALL TO ORDER

The meeting was called to order by Hunt at 6:32 p.m.

#### ADDITIONS/CHANGES TO AGENDA

Item H will be added to Discussion/Action Items to discuss the approval of a new expansion tank.

#### PUBLIC COMMENTS

None

#### COMMUNICATIONS

A patron who meets at the DeKalb Public Library with a group was unhappy with the changes to the room policy.

#### ANNOUNCEMENTS

World of Reading is April 16, 2024, from 10 a.m. – 1 p.m.

#### MINUTES

- a. Approve February 14, 2024, Board Meeting Minutes: Meserole moved to approve the February 14, 2024 minutes. Seconded by Dahlberg. Motion passed.

#### REPORTS

- a. Director's Report: Many nice things were said regarding the Annual Library Report. The Board discussed the Plant Adopt or Swap program and how they're hearing good things from the community about this program.

#### DISCUSSION/ACTION ITEMS

- a. Review Trustee Facts File – Chapters 1-3: Reviewed.
- b. Review Standards for Libraries – Chapters 1-3: Reviewed. The Board discussed the sufficiency of DKPL staffing levels.

- c. Approve Automated Building Controls Preventative Maintenance Agreement: Discussed reviewing the preventative maintenance contract, benefits, and alternatives. Vander Meer moved to approve the renewal of the Automated Building Controls Preventative Maintenance Agreement. Seconded by Cummings. Motion passed via roll call, 7-0.
- d. Approve RK Dixon Printer/Copier Agreement: Discussed aging printers in DKPL and possible options to upgrade or replace them. Cummings moved to approve the RK Dixon Printer/Copier Agreement. Seconded by Vander Meer. Motion passed via roll call, 7-0.
- e. Approve Network Equipment Replacement Bid: DKPL has been refreshing network hardware for the last 2 years, this is the remaining 2/3 of the building's replacements. The Board discussed 3 presented bids; CMJ Technologies, Current Technologies, Heart, and an option to use Current Technologies for materials and CMJ Technologies for installation. Salmon moved to approve the Network Equipment Replacement Bid utilizing Current Technologies and CMJ Technologies if available, or the least costly overall bid. Seconded by Vander Meer. Motion passed via roll call, 6 yes, 1 abstaining.
- f. Approve Electrical Repairs Bid: DKPL has two bids to repair electrical from the transformer explosion; Associated Electrical and TCL Electric. DKPL's insurance will cover the costs of the less costly bid. Meserole moved to approve the Electrical Repairs Bid with TCL Electric. Seconded by Washington. Motion passed via roll call, 7-0.
- g. Review Study Room Use Policy: The Board discusses the use of the Youth Services study rooms. Meserole moved to approve the updated Study Room Use Policy. Seconded by Washington. Motion passed.
- h. Approve New Expansion Tank: DKPL has a leaking expansion tank connected to pumps that regulate the entire water system. Vander Meer motioned to approve services designated at the discretion of the DKPL Director, including the selection of the company and method for replacing the new expansion tank. Seconded by Salmon. Motion passed via roll call, 7-0.

#### FINANCE

- a. Approve February 2024 Monthly Bills: Meserole moved to approve. Seconded by Dahlberg. Motion passed via roll call, 7-0.
- b. Review Financials: Reviewed.

#### OLD BUSINESS

None

#### NEW BUSINESS

None

#### ADJOURNMENT

Cummings moved to adjourn. Seconded by Vander Meer. Adjourned at 7:42 p.m.