

DANVILLE PUBLIC LIBRARY
BOARD OF TRUSTEES
MINUTES

President Linda Bolton called the monthly meeting of the Danville Public Library Board of Trustees to order at 4:01 p.m., Tuesday, February 20, 2018, in the second floor Conference Room of the Danville Public Library.

Members Present

Linda Bolton
Jim Knoblauch
Jim Kouzmanoff
Cindy Parr-Barrett
Melissa Rome
Anne Sacheli
George Vrentas

Members Absent

Jane Andrews
Martha Espino

Staff Present

Theresa Tyner/Director
Jennifer Lee/Asst.Dir.
Suzie Smith/Bus. Mgr.

Others

Bill Satterwhite/Emeritus

Secretary's Report

Motion to approve the Secretary's Report of January 16, 2018 as presented:

Cindy Parr-Barrett

Second by

Jim Knoblauch

Motion carried.

Treasurer's Report and Invoices

Motion to approve the January Treasurer's Report as presented:

Jim Knoblauch Linda Bolton-yes Jim Knoblauch-yes Cindy Parr-Barrett-yes

Second by Melissa Rome-yes Anne Sacheli-yes George Vrentas-yes

Cindy Parr-Barrett

Motion to approve the Invoices as presented:

Melissa Rome Linda Bolton-yes Jim Knoblauch-yes Cindy Parr-Barrett-yes

Second by Melissa Rome-yes Anne Sacheli-yes George Vrentas-yes

Jim Knoblauch

Director's and Personnel Reports - Included with the Director's Report are highlights from monthly reports submitted by the department managers on the activities of their departments in January.

Committee Reports

Finance Committee – The Finance Committee had five action item, which were approved:

That the Danville Public Library Board approve the revised budget for Fiscal Year 2018-2019.

Motion to approve as presented:

Melissa Rome Linda Bolton-yes Jim Knoblauch-yes Cindy Parr-Barrett-yes

Second by Melissa Rome-yes Anne Sacheli-yes George Vrentas-yes

Cindy Parr-Barrett

That the Danville Public Library Board approve grant requests to the Danville Library Foundation in the amount not to exceed \$61,091 for the fiscal year beginning May 1, 2018.

Motion to approve as presented:

Jim Knoblauch

Second by

Melissa Rome

Motion carried.

That the Danville Public Library Board not proceed with the carpet replacement contained in alternate bid G-3.

Motion to approve as presented:

Cindy Parr-Barrett

Second by

Jim Knoblauch

Motion carried.

That the Danville Public Library Board accept the alternate bid proposal of January 30, 2018, from Adkisson Construction Contractors, Inc. in the amount of \$4,407 for installation of a countertop and additional electrical outlets in the new Teen Space area, to be paid with funds from the Building Maintenance and Repair Fund of the Building Fund.

Motion to approve as presented:

Jim Knoblauch Jim Knoblauch-yes Jim Kouzmanoff-yes Cindy Parr-Barrett-yes

Second by Melissa Rome-yes Anne Sacheli-yes George Vrentas-yes

Jim Kouzmanoff

That the Danville Public Library Board accept the proposal of January 30, 2018, from Adkisson Construction Contractors, Inc. in the amount of \$202,306, paid with funds awarded by the Danville Library Foundation, and including the following:

1. Base bid of \$129,385.
2. Alternate bid G-1 of \$9,385 for extension of study room walls.
3. Alternate bid G-2 of \$63,536 for replacement of lighting in the central core

Motion to approve as presented:

Jim Knoblauch Jim Knoblauch-yes Jim Kouzmanoff-yes Cindy Parr-Barrett-yes

Second by Melissa Rome-yes Anne Sacheli-yes George Vrentas-yes

Jim Kouzmanoff

The Finance Committee's next meeting will be held on Tuesday, March 20, 2018, at 3:45 p.m. in the second floor conference room.

Policy Committee – The Policy Committee had no items to present.

The Policy Committee's next meeting is Thursday, March 15 2018, at 4:15 p.m. in the second floor conference room.

Building Committee - The Building Committee had no items to present.

The Building Committee met on February 13. It reviewed and passed along recommendations to the Finance Committee on the three action items associated with the renovation. It also received an update on the HVAC system, which now has freeze stats and new controller boards.

The committee's next meeting is scheduled on Tuesday, March 13, at 4:15 p.m. in the second floor conference room.

Technology Committee – The Technology Committee had no action items to present.

The committee met on February 6 to review the technology wish list of items to be included in the grant applications that will be submitted to the Danville Library Foundation. The committee also reviewed vendors for our telephone and Internet service, and the consensus was to move forward with Technology Manager Josh Pryle's recommendation of Metro Communications.

The committee has no future meeting dates at this time.

Nominating Committee - Appointment of Nominating Committee – Linda Bolton appointed Melissa Rome and Jim Knoblauch to this year's Nominating Committee, which will present a slate of officers for the upcoming year at the next board meeting.

Old Business – none.

New Business – none.

Closed Session – The board went into closed session at 4:35 p.m. to conduct the library director performance review. The session ended at 4:44 p.m.

There being no further business to come before the Board, President Linda Bolton adjourned the meeting at 4:45 p.m.

Anne Sacheli, Secretary