

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 4:04 p.m., Tuesday, July 18, 2017, in the second floor Conference Room of the Danville Public Library.

Members Present

Jane Andrews
Linda Bolton
Martha Espino
Jim Knoblauch
Jim Kouzmanoff
Melissa Rome
Anne Sacheli
George Vrentas

Members Absent

Cindy Parr-Barrett

Staff Present

Theresa Tyner/Director
Suzie Smith/Bus. Mgr.

Others

Secretary's Report

Motion to approve the Secretary's Report of June 20, 2017 as presented:

Jane Andrews

Second by

Melissa Rome

Motion carried.

Treasurer's Report and Invoices

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

Jim Knoblauch	Jane Andrews-yes	Martha Espino-yes	Jim Knoblauch-yes
Second by	Melissa Rome-yes	Anne Sacheli-yes	George Vrentas-yes
Anne Sacheli			

Motion to approve the Invoices as presented:

Jane Andrews	Jane Andrews-yes	Martha Espino-yes	Jim Knoblauch-yes
Second by	Melissa Rome-yes	Anne Sacheli-yes	George Vrentas-yes
Melissa Rome			

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 June.

Assistant Director Mike Boedicker and Outreach Department Director Leslie Boedicker have announced their resignations from DPL. Leslie's last day will be August 10; Mike's last day will be September 22. They are moving out of state to be closer to family, and Leslie is starting a new position as a library director in her hometown.

Not included in the personnel report is the resignation of Youth Services Library Assistant Sarah Schroeder, who is leaving to attend college.

Committee Reports

Finance Committee – The Finance Committee had one action item to present, which was approved.

That the Danville Public Library Board approve the contract from Dewberry Architects Inc. that outlines its services for the Construction Documents, Bidding, and Construction Administration phases of the interior remodeling implementation project in the amount of \$27,984, which will be funded through the renovation grant from the Danville Library Foundation.

Motion to approve as presented:

Jim Kouzmanoff	Jane Andrews-yes	Martha Espino-yes	Jim Knoblauch-yes
Second by	Jim Kouzmanoff-yes	Melissa Rome-yes	Anne Sacheli-yes
Martha Espino	George Vrentas-yes		

The committee's next meeting will be held on Tuesday, August 15, 2017, at 3:45 p.m. in the second floor conference room.

Building Committee – did not meet.

The committee's next meeting is scheduled for Tuesday, August 8, 2017, at 4:15 p.m. in the second floor Conference Room.

Policy Committee – The Policy Committee had two action items to present, which were approved:

That the Danville Public Library Board approve the adoption of service policy Code 3351: Solicitation to outline parameters for solicitation within the library building and on library grounds.

Motion to approve as presented:

Anne Sacheli
Second by
Jane Andrews
Motion carried.

That the Danville Public Library Board approve changes to Code 3210: Hours of Operation to outline closings for holidays, add loss of power as a reason for an emergency closing, and indicate who is authorized to perform an emergency closing of the library.

Motion to approve as presented:

Anne Sacheli
Second by
Melissa Rome
Motion carried.

The committee's next meeting, which was scheduled originally on Thursday, July 20, 2017, has been re-scheduled to Wednesday, July 26, at 4:15 p.m. in the second floor conference room.

Technology Committee – The Technology Committee had no action items to present. Jim Kouzmanoff gave a report on the committee's meeting on Friday, July 14, during which there was a review and discussion on a technology wish list. The committee has no future meeting dates at this time.

Old Business

Strategic Planning Update – Two versions of a strategic planning survey were reviewed and revised; the survey will be posted on the library website and library board members will encourage the public – both library users and non-library users – to complete the survey, which will help the board's efforts in planning library services for the future.

The next strategic planning meeting will be on Wednesday, September 13, 2017, at 4:00 to 8:00 p.m. in the first floor meeting room.

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Board Minutes

New Business -

Re-appointments – At the July 5 City Council meeting, Jim Kouzmanoff (2020), Anne Sacheli (2018), and George Vrentas (2018) were reappointed to the library board.

Committee assignments – The board committee assignments have been updated with Melissa Rome taking over Sandra Alcorn’s positions on the Building and Technology committees.

Closed Session – Closed Session was not necessary.

There being no further business to come before the Board, President Linda Bolton adjourned the meeting at 4:53 p.m.

Anne Sacheli, Secretary