

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 4:00 p.m., Tuesday, January 15, 2019, in the second floor Conference Room of the Danville Public Library.

Members Present

Linda Bolton
Mark Denman
Martha Espino
Jim Kouzmanoff
Cindy Parr-Barrett
Melissa Rome

Members Absent

Jane Andrews
Jim Knoblauch

Others

Bill Satterwhite
George Vrentas

Staff Present

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

Secretary's Report

Motion to approve the Secretary's Report of December 18, 2018 as presented:

Melissa Rome
Second by
Mark Denman
Motion carried.

Treasurer's Report and Invoices

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

Cindy Parr-Barrett Mark Denman-yes Martha Espino-yes Jim Kouzmanoff-yes
Second by Cindy Parr-Barrett-yes Melissa Rome-yes
Jim Kouzmanoff

Motion to approve the Invoices as presented:

Jim Kouzmanoff Mark Denman-yes Martha Espino-yes Jim Kouzmanoff-yes
Second by Cindy Parr-Barrett-yes Melissa Rome-yes
Martha Espino

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 December.

No personnel changes occurred this month.

Committee Reports

Finance Committee –the Finance Committee had one action item to present, which was approved:

That the non-resident fee be increased to \$142 per family, effective May 1, 2019.

Motion to approve as presented:
Jim Kouzmanoff
Second by
Melissa Rome
Motion carried.

The Finance Committee's next meeting is Tuesday, February 19, 2019, at 3:45 p.m. in the second floor conference room.

Building Committee –the Building Committee had no action items to present.

The committee’s next meeting is Tuesday, February 12, 2019 at 4:15 p.m. in the second floor conference room.

Policy Committee – Committee Chair Cindy Parr-Barrett reported that the Policy Committee has two action items to present, which were approved:

That the Danville Public Library Board approve changes to Codes 5310-5380, which address various leaves of absence, to bring them up to date with current practice and applicable laws and standards.

Motion to approve as presented:

Martha Espino

Second by

Mark Denman

Motion carried.

That the Danville Public Library Board approve changes to Codes 5410-5490, which address employee benefits, to bring them up to date with current practice and applicable laws and standards.

Motion to approve as presented:

Melissa Rome

Second by

Martha Espino

Motion carried.

The Policy Committee’s next meeting is Tuesday, March 12, 2019, at 4:15 p.m. in the second floor conference room.

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

Old Business –

Library Closings and Early Closings for 2019

Motion to approve as revised:

Mark Denman

Second by

Cindy Parr-Barrett

Motion carried.

Strategic plan review of 2018 progress - Theresa reviewed the progress made on the current strategic plan. Work needs to continue on staff development and providing displays on literacy building in life skills other than reading. Goals have been met for creation of a marketing plan, summer reading participation, and cultural programs.

That the Library Board of Trustees revise the 2018-2020 Strategic Plan goals in regard to timeline changes, inclusion of Adult Services in the first Literacy and Lifelong Learning goal, and updating the Teen Zone name.

Motion to approve as presented:

Jim Kouzmanoff

Second by

Cindy Parr- Barrett

Motion carried.

New Business –

That the Library Board of Trustees close the library for up to three days - January 29 through January 31 – to accommodate the movers during the moving phase of the renovation.

Motion to approve as presented:

Melissa Rome

Second by

Cindy Parr- Barrett

Motion carried.

Library director evaluation – President Linda Bolton informed the board that a copy of the library director evaluation will be sent to them. The evaluation will take place in February.

Closed Session – was not necessary.

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

Jane Andrews, Secretary