

DANVILLE PUBLIC LIBRARY
BOARD OF TRUSTEES
MINUTES

President Linda Bolton called the special meeting of the Danville Public Library Board of Trustees to order at 4:01 p.m., Tuesday, May 21, 2019, in the second floor Conference Room of the Danville Public Library.

Members Present

Jane Andrews
Linda Bolton
Martha Espino
Jim Knoblauch
Cindy Parr-Barrett
Mary Reik

Members Absent

Mark Denman
Melissa Rome

Staff Present

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

Others

Bill Satterwhite, Emeritus
George Vrentas, Emeritus

Secretary's Report

Motion to approve the Secretary's Report of March 19, 2019 as amended:

Martha Espino
Second by
Jim Knoblauch
Motion carried.

Treasurer's Report and Invoices

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

Cindy Parr-Barrett	Jane Andrews-yes	Martha Espino-yes	Jim Knoblauch-yes
Second by	Cindy Parr-Barrett-yes	Mary Reik-yes	
Jane Andrews			

Motion to approve the Invoices as presented:

Martha Espino	Jane Andrews-yes	Martha Espino-yes	Jim Knoblauch-yes
Second by	Cindy Parr-Barrett-yes	Mary Reik-yes	
Mary Reik			

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 April.

Applications have been collected for the new part-time Adult Services library assistant position, and interviews will be scheduled soon.

Committee Reports

Finance Committee – Committee Chair Jim Knoblauch reported that the Finance Committee had three action items to present, which were approved:

That the Library Board transfer \$15,039.31 in unspent monies from FY 2018-2019 from the Telephone line item in the General Fund to the Technology Fund in the Building Fund.

That \$1,155.00 in Meeting Room revenues from FY 2018-2019 be transferred from the General Fund to the Meeting Room Equipment and Maintenance Fund within the Building Fund.

That the Library Board transfer \$1,943.86 in unspent monies from FY 2018-2019 from the Vehicle Maintenance line item to the Vehicle Replacement Fund in the Building Fund.

Motion to approve three action items as presented:

Cindy Parr-Barrett Jane Andrews-yes Martha Espino-yes Jim Knoblauch-yes
Second by Cindy Parr-Barrett-yes Mary Reik-yes
Jane Andrews

The Finance Committee's next meeting is Tuesday, June 18, 2019, at 3:45 p.m. in the second floor conference room.

Building Committee – Committee Chair Jim Knoblauch reported that the Building Committee meeting did not meet this month.

The committee's next meeting is Tuesday, June 11, 2019, at 4:15 p.m. in the second floor conference room.

Policy Committee – Committee Chair Cindy Parr-Barrett reported that the committee met on May 14. Copies of policies to review have been sent to board members via email; they will be introduced for approval at the June board meeting.

The Policy Committee's next meeting is Tuesday, July 9, 2019, at 4:15 p.m. in the second floor conference room.

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

Executive Committee - Committee member Jim Knoblauch reported that the Executive Committee met at 3:30 p.m. that day. The committee had one action item, which was approved:

That Jim Kouzmanoff, having actively served on the Danville Public Library Board since 2005 and as Vice President since 2015, be granted emeritus status as outlined in Board Policy 1211, Emeritus Members, upon his retirement from the Board.

Motion to approve as presented:
Cindy Parr-Barrett
Second by
Mary Reik
Motion carried.

Old Business – none.

New Business – none.

Closed Session – There was no need for a closed session.

There being no further business to come before the Board, President Linda Bolton adjourned the meeting at 4:30 p.m.