

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, July 16, 2019, in the second floor Conference Room of the Danville Public Library.

Members Present

Jane Andrews
Linda Bolton
Mark Denman
Martha Espino
Jim Knoblauch
Cindy Parr-Barrett
Mary Reik
Melissa Rome

Members Absent

Others

Bill Satterwhite, Emeritus
Sabrina Henriques/DLF

Staff Present

Theresa Tyner/Director
Suzie Smith/Bus. Mgr.

Secretary's Report

Motion to approve the Secretary's Report of June 18, 2019 as presented:

Jim Knoblauch
Second by
Melissa Rome
Motion carried.

Treasurer's Report and Invoices

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

| | | | |
|--------------|------------------------|-----------------|-------------------|
| Melissa Rome | Jane Andrews-yes | Mark Denman-yes | Jim Knoblauch-yes |
| Second by | Cindy Parr-Barrett-yes | Mary Reik-yes | Melissa Rome-yes |
| Mark Denman | | | |

Motion to approve the Invoices as presented:

| | | | |
|--------------|------------------------|-----------------|-------------------|
| Jane Andrews | Jane Andrews-yes | Mark Denman-yes | Jim Knoblauch-yes |
| Second by | Cindy Parr-Barrett-yes | Mary Reik-yes | Melissa Rome-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 June.

Other than Theresa Tyner's status change of Library Director to Acting Library Director, there were no other personnel changes.

Committee Reports

Finance Committee – Committee Chair Jim Knoblauch reported that the Finance Committee had no action items to present.

The Finance Committee's next meeting is Tuesday, August 20, 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, August 13, 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 July 9. Copies of policy action items to review were sent to board members via email.

The Policy Committee's next meeting is Tuesday, September 10, 2019, at 4:15 p.m. in the second floor conference room.

Technology Committee – The Technology Committee had no action items to present. The committee has no scheduled meetings at this time.

Danville Library Foundation - Executive Director Sabrina Henriques reported that the book sale will be held this weekend, July 19-20.

The next Night of Enchantment gala event will be held on September 14, with the Cover Girls once more engaged for the evening.

Old Business –

Library Director Search Committee – Linda Bolton reported that the Search Committee had met and reviewed the job descriptions, job ad, a list of advertising venues, a search action plan, and other documents related to the job search.

An opinion survey has been sent to staff to gain input on the future of the library and the next director.

Board members not directly involved with the Search Committee will have an opportunity to be involved later in the process.

New Business – There was no new business.

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 4:15 p.m.

Jane Andrews, Secretary