

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, October 15, 2019, in the second floor Conference Room of the Danville Public Library.

Members Present

Jane Andrews
Linda Bolton
Cyndey Boyd
Mark Denman
Jim Knoblauch
Mary Reik

Members Absent

Martha Espino
Cindy Parr-Barrett
Melissa Rome

Staff Present

Jennifer Hess/Director
Suzie Smith/Bus. Mgr.
Josh Pryle/Tech. Mgr.

Others

George Vrentas, Emeritus

Secretary's Report

Motion to approve the Secretary's Report of September 17, 2019 as presented:

Jim Knoblauch

Second by

Mark Denman

Motion carried.

Treasurer's Report and Invoices

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

Mary Reik Jane Andrews-yes Cydney Boyd-yes Mark Denman-yes

Second by Jim Knoblauch-yes Mary Reik-yes

Jane Andrews

Motion to approve the Invoices as presented:

Mark Denman Jane Andrews-yes Cydney Boyd-yes Mark Denman-yes

Second by Jim Knoblauch-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 September.

There were no personnel changes, other than Director Jennifer Hess updated the Board on the job search for the open position of Community Engagement/Assistant Director.

Committee Reports

Finance Committee – Committee Chair Jim Knoblauch reported that the Finance Committee had one action item to present, which was approved:

That the Danville Public Library Board approve the G4S proposal for security officer services in the amounts of \$7,833.60 to be paid from the Building Maintenance line item in the General Fund.

Motion to approve:

Mark Denman Jane Andrews-yes Cydney Boyd-yes Mark Denman-yes

Second by Jim Knoblauch-yes Mary Reik-yes

Jane Andrews

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

Building Committee – Committee Chair Jim Knoblauch reported that the Building Committee meeting met on October 8. The committee had four items of information to discuss.

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

Policy Committee – Director Hess, in Committee Chair Cindy Parr-Barrett's absence, reported that the committee met on September 10. The committee had one action item to present, which was approved:

That the Danville Public Library Board approve changes to Codes 5340, 5350, and 5360, which address various leaves of absence, to remove the need for Library Director approval.

Motion to approve:

Jim Knoblauch

Second by

Jane Andrews

Motion carried.

The Policy Committee's next meeting is Tuesday, November 12, 2019, at 4:00 p.m. in the second floor conference room.

Old Business – Review/discuss information for 2020 Per Capita Grant - Director Hess reviewed chapters 11-14 of the Trustees Facts File with the Board.

New Business –

Director Hess discussed the purchase of new furniture with remaining renovation funds with the Board.

Director of Outreach Services Jessica Augustson presented information on the Outreach Services Department.

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 5:00 p.m.

Jane Andrews, Secretary