

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, November 19, 2019, in the second floor Conference Room of the Danville Public Library.

Members Present

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

Members Absent

Others

Sandy Cook/CLA
Jim Kouzmanoff/Emeritus
Bill Satterwhite, Emeritus
George Vrentas, Emeritus

Staff Present

Jennifer Hess/Director
Suzie Smith/Bus. Mgr.
Lisa Abdelghani/YS Mgr.

Sandy Cook, from CliftonLarsonAllen, reviewed the audit report for FY 2018-2019.

Secretary's Report

Motion to approve the Secretary's Report of October 15, 2019 as presented:
Jim Knoblauch
Second by
Melissa Rome
Motion carried.

Treasurer's Report and Invoices

Motion to approve the October Treasurer's Report as presented:
Melissa Rome Jane Andrews-yes Mark Denman-yes Martha Espino-yes
Second by Jim Knoblauch-yes Mary Reik-yes Cindy Parr-Barrett-yes
Mary Reik Melissa Rome-yes

Motion to approve the Invoices as presented:
Mark Denman Jane Andrews-yes Mark Denman-yes Martha Espino-yes
Second by Jim Knoblauch-yes Mary Reik-yes Cindy Parr-Barrett-yes
Melissa Rome Melissa Rome-yes

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 October.

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 no action items to present.

The Finance Committee's next meeting is Tuesday, December 17, 2019, at 3:45 p.m. in the second floor conference room.

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

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

Policy Committee – Committee Chair Cindy Parr-Barrett's reported that the committee met on November 12, 2019.

The committee approved thirteen action items, which will be presented at the December board meeting.

The Policy Committee's next meeting is Tuesday, January 14, 2020, at 4:15 p.m. in the second floor conference room.

Old Business – Review/discuss information for 2020 Per Capita Grant—Director Hess reviewed the Appendices of the Trustees Facts File with the Board.

New Business –

Cydney Boyd has stepped down from the Board of Trustees.

Director of Youth Services Lisa Abdelghani presented information on the Youth Services Department.

President Linda Bolton reported new evaluation forms for the library director will be implemented in 2020.

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 4:58 p.m.

Jane Andrews, Secretary