

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 4:01 p.m., Tuesday, June 16, 2020, held via a Zoom meeting, due to the mandated shelter in place for COVID 19.

Members Present

Jane Andrews
Linda Bolton
Mark Denman
Martha Espino
Jim Knoblauch
Mary Reik
Melissa Rome

Members Absent

Cindy Parr-Barrett

Staff Present

Jennifer Hess/Director
Jessica Augustson/CE Lib.
Suzie Smith/Bus. Mgr.

Others

Bill Satterwhite, Emeritus

Secretary's Report

Motion to approve the Secretary's Report of May 19, 2020 as presented:

Jim Knoblauch	Jane Andrews-yes	Linda Bolton-yes	Mark Denman-yes
Second by	Jim Knoblauch-yes	Mary Reik-yes	
Mary Reik			

Treasurer's Report and Invoices

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

Jane Andrews	Jane Andrews-yes	Linda Bolton-yes	Mark Denman-yes
Second by	Jim Knoblauch-yes	Mary Reik-yes	
Mark Denman			

Motion to approve the Invoices as presented:

Mary Reik	Jane Andrews-yes	Mark Denman-yes	Martha Espino-yes
Second by	Jim Knoblauch-yes	Mary Reik-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 May.

Under Personnel, Jennifer updated the Board on the hiring of Taylor Anderson as Reference Librarian in the Adult Services Department. Taylor will begin her employment on June 22, 2020.

Committee Reports

Finance Committee – Committee Chair Jim Knoblauch reported that the Finance Committee met immediately before the board meeting. The Finance Committee had no action items to present.

The Finance Committee's next meeting will be held on Tuesday, July 21, 2020, at 3:45 p. m. in the second floor conference room.

Building Committee – The Building Committee meeting had no action items to present.

The Building Committee's next meeting is Tuesday, August 11, 2020, at 4:15 p.m. in the second floor conference room.

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

The Policy Committee's next meeting will be held on Tuesday, July 14, 2020, at 4:15 p.m. in the second floor conference room.

Old Business – none.

New Business – Director Hess shared with the Board the plan to re-open the library on June 29, 2020.

Closed Session – no need for a closed session.

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

Jane Andrews, Secretary