President Mark Denman called the monthly meeting of the Danville Public Library Board of Trustees to order at 4:00 p.m., Tuesday, April 19, 2022, held at the second floor meeting room of the Danville Public Library.

Members Present
Mark Denman
Jane Andrews
Charmaine Hickman
Mary Reik
Cindy Parr-Barrett
Melissa Rome
Martha Espino

Members Absent
Others
Bill Satterwhite-Emeritus

Staff Present
Jennifer Hess/Exec Director
Jessica Augustson/C.E. Librarian
Reno Torres/Bus. Mgr.

The Library Board reviewed the Secretary’s Reports for February and March and Treasurer’s reports for February and March which were approved with revisions.

Secretary’s Report
Motion to approve the Secretary’s Reports for February and March, 2022 as presented:
Melissa Rome
Second by
Cindy Parr-Barrett

Mark Denman - yes
Jane Andrews - yes
Charmaine Hickman – yes
Martha Espino – yes
Mary Reik - yes
Cindy Parr-Barrett - yes
Melissa Rome - yes

Treasurer’s Report and Invoices
Motion to approve the Treasurer’s Reports for February and March, 2022 as presented:
Melissa Rome
Second by
Martha Espino

Mark Denman -yes
Jane Andrews -yes
Charmaine Hickman- yes
Martha Espino -yes
Mary Reik - yes
Cindy Parr-Barrett - yes
Melissa Rome - yes

Motion to approve the Invoices as presented:
Mary Reik
Second by
Melissa Rome

Mark Denman -yes
Jane Andrews - yes
Charmaine Hickman - yes
Martha Espino - yes
Mary Reik -yes
Cindy Parr-Barrett – yes
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 April.

Committee Reports

Finance Committee – Committee Chair Jane Andrews reported that the Finance Committee met immediately before the board meeting. The Finance Committee had three action items to present, which were approved.
That the library employees receive increases effective May 1, 2022, unde: the following guidelines:

1. Employees, including the Library Director, who have completed at least six months of satisfactory employment at the library, will receive a 5% increase.
2. Employees who have completed less than six months of satisfactory employment at the library will receive an increase upon completing six months of satisfactory employment at the library.

Motion to approve as presented:
Cindy Parr-Barrett  Mark Denman -yes  Mary Reik -yes
Second by          Jane Andrews - yes     Cindy Parr-Barrett - yes
Melissa Rome       Charmaine Hickman - yes  Melissa Rome - yes
                   Martha Espino - yes

That the pay scale of Clerk and Custodian be raised to $13.65 an hour in accordance with the proposed tax levy request for FY 2022 – 2023

Motion to approve as presented:
Melissa Rome  Mark Denman -yes  Mary Reik -yes
Second by     Jane Andrews - yes     Cindy Parr-Barrett - yes
Mary Reik     Charmaine Hickman - yes  Melissa Rome - yes
                   Martha Espino - yes

That the Danville Public Library Board approve the proposed tax levy request for FY 2022-2023.

Motion to approve as presented:
Mary Reik  Mark Denman -yes  Mary Reik -yes
Second by     Jane Andrews - yes     Cindy Parr-Barrett - yes
Martha Espino  Charmaine Hickman - yes  Melissa Rome - yes
                   Martha Espino - yes

The Finance Committee’s next meeting will be held on Tuesday, May 17, 2022, at 3:45 p.m.
Second Floor Conference Room

**Policy Committee** – Committee Chair Cindy Parr-Barret reported that Policy Committee had no action items to present.

The Policy Committee’s next meeting will be held on Tuesday, May 10, 2022 at 4:00 p.m.
Second Floor Conference Room

**Building Committee** – Committee Chair Melissa Rome reported that the Building Committee had no action items to present.

The Building Committee’s next meeting will be held on Tuesday, June 14, 2022, at 4:00 p.m., Second Floor Conference Room.
Old Business

- Director Hess reminded Trustees that the building assessment was scheduled for Friday, May 6, 2022.

New Business

- Appointment of Officers—The office of president was vacated due to the passing of Linda Bolton. Mark Denman was nominated and voted in as President. The office of Vice President will remain vacant for the time being, pending additional board member appointments.

  Motion to approve:
  
  Jane Andrews                        Mark Denman -yes
  Second by                           Mary Reik -yes
  Cindy Parr-Barrett                  Jane Andrews - yes
                                         Cindy Parr-Barrett – yes
                                         Charmaine Hickman - yes
                                         Melissa Rome - yes
                                         Martha Espino - yes

- The meeting schedule for board and committee meetings for FY 2022-2023 was approved with revisions.

There was no need for a closed session.

The board’s next meeting will be held on Tuesday, May 17, 2022 4:00 p.m., Second Floor Conference Room and Zoom

There being no further business to come before the Board, President Mark Denman adjourned the meeting at 4:52 p.m.

Mary Reik, Secretary