

DANVILLE PUBLIC LIBRARY  
BOARD OF TRUSTEES  
MINUTES

President Mark Denman called the monthly meeting of the Danville Public Library Board of Trustees to order at 4:01 p.m., Tuesday, June 21, 2022, held at the second floor meeting room of the Danville Public Library..

Members Present

Mark Denman  
Jane Andrews  
Mary Reik  
Cindy Parr-Barrett  
Melissa Rome

Members Absent

Charmaine Hickman  
Martha Espino

Others

Bill Satterwhite-Emeritus

Staff Present

Jennifer Hess/Exec Director  
Jessica Augustson/C.E.  
Librarian  
Reno Torres/Bus. Mgr.  
Lisa Odenaal/Whitesmith  
Stuart Robbins/HR

Lisa Odenaal from WhiteSmith shared the results of the online survey and the focus group.

The Library Board reviewed the Secretary's report for May and Treasurer's reports for May, which were approved with revisions.

Secretary's Report

Motion to approve the Secretary's Report for May, 2022 as presented:

Jane Andrews	Jane Andrews - yes	Mary Reik - yes
Second by	Cindy Parr-Barrett – yes	
Melissa Rome	Melissa Rome - yes	

Treasurer's Report and Invoices

Motion to approve the Treasurer's Report for May, 2022 as presented:

Mary Reik	Jane Andrews - yes	Mary Reik - yes
Second by	Cindy Parr-Barrett – yes	
Cindy Parr-Barrett	Melissa Rome - yes	

Motion to approve the Invoices as presented:

Melissa Rome	Jane Andrews - yes	Mary Reik -yes
Second by	Cindy Parr-Barrett – yes	
Mary Reik	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 May. Director Hess outlined a plan to handle donated books.

Kathy Hoaks has retired. We wish her well.

Committee Reports

**Finance Committee** – Committee Chair Jane Andrews reported that the Finance Committee met immediately before the board meeting. The Finance Committee had one action item to present, which were approved.

That the Danville Public Library Board accept the proposal from Glesco to address outdoor lighting.

Motion to approve as presented:

Cindy Parr-Barrett	Jane Andrews - yes	Mary Reik -yes
Second by	Cindy Parr-Barrett – yes	
Melissa Rome	Melissa Rome - yes	

The Finance Committee's next meeting will be held on Tuesday, July 19, 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, July 12, 2022 at 4:00 p.m.  
Second Floor Conference Room

**Building Committee** – Committee Chair Melissa Rome reported that the Building Committee had an item of information. Director Hess shared that a patron has offered to donate a large amount of movie memorabilia to the library for display.

The Building Committee's next meeting will be held on Tuesday, August 16, 2022, at 4:00 p.m.,  
Second Floor Conference Room.

#### **Old Business**

- None.

#### **New Business**

- **Back to School Bash/Foundation Week** Director Hess shared that the Foundation will be hosting a number of programs during the first week of August. The library will host a Stranger Things-themed event on August 5 and 6.
- **Upcoming Facilities Assessment Results** Director Hess distributed copies of the completed Facilities Assessment and asked trustees to review the report before the next meeting.

There was no need for a closed session.

The board's next meeting will be held on Tuesday, July 19, 2022 4:00 p.m., Second Floor Conference Room.

There being no further business to come before the Board, President Mark Denman adjourned the meeting at 4:44 p.m.

**Mary Reik, Secretary**