

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 4:00 p.m., Tuesday, October 18, 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  
Stacey Morgeson  
Alice Payne

Members Absent

Martha Espino

Others

Bill Satterwhite-Emeritus

Staff Present

Jennifer Hess/Exec Director  
Jessica Augustson/C.E .Lib.  
Reno Torres/Bus. Mgr.  
Stuart Robbins/HR  
Johnson Flanagan/Public  
Services Manager  
Taylor VanTryon/Ref. Lib.

Representatives from Johnson Controls reviewed the current status of their work on the HVAC system, along with suggestions for needed improvements.

The Library Board reviewed the Secretary's report for September; and Treasurer's reports for September, which were approved.

Secretary's Report

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

Melissa Rome`	Jane Andrews – yes	Cindy Parr-Barrett - yes
Seconded by	Mary Reik – yes	Stacey Morgeson – yes
Jane Andrews	Melissa Rome – yes	Alice Payne - yes

Treasurer's Report and Invoices

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

Mary Reik	Jane Andrews – yes	Cindy Parr-Barrett - yes
Seconded by	Mary Reik – yes	Stacey Morgeson - yes
Melissa Rome	Melissa Rome – yes	Alice Payne - yes

Motion to approve the Invoices as presented:

Cindy Parr-Barrett	Jane Andrews – yes	Cindy Parr-Barrett - yes
Seconded by	Mary Reik – yes	Stacey Morgeson - yes
Alice Payne	Melissa Rome – yes	Alice Payne - 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 September. Director Hess noted that door counts surpassed 2019 numbers for the first time in September.

**Committee Reports:**

**Finance Committee** – Committee Chair Jane Andrews 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, November 15, 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, November 1, 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, December 13, 2022, at 4:00 p.m., Second Floor Conference Room.

**Old Business**

- None

**New Business**

- **Strategic Plan/Per Capita Grant**
- **Collaboration**
- **Collection**

Reference Librarian Taylor Anderson, Public Services Manager Johnson Flanagan and Assistant Director Jessica Augustson discussed relevant chapters of the Standards for Illinois Public Libraries book and how items relate to both the Per Capita Grant application and the Strategic Plan.

There was no need for a closed session.

The board's next meeting will be held on Tuesday, November 15, 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 5:30 p.m.

**Mary Reik, Secretary**