

DANVILLE PUBLIC LIBRARY
EXECUTIVE COMMITTEE
MINUTES

President Mark Denman called the monthly meeting of the Executive Committee to order at 4:00 p.m., Monday, June 12, 2023, held at the Second Floor Meeting Room of the Danville Public Library.

Members Present

Jane Andrews
Mark Denman
Zach Gwinn
Mary Reik

Members Absent

Others

Staff Present

Jennifer Hess/Exec Director
Jessica Augustson, Assistant Director
Ruey Sandusky/Admin Department

Amend or Approve the Agenda:

Mary made the motion to approve, Jane seconded, and the vote was unanimous.

Approval of the Minutes:

Zach made the motion to approve as presented, Jane seconded and the vote was unanimous.

New Business

• **Updates from Jennifer:**

- The Per Capita Grant has been granted for the same amount as last year.
- The person helping us with the Boiler bid request says he should be done by the end of the week.
- She handed out a strategic plan that she updated and there was discussion on the programming the library is working on and some goals that need to be changed and why. She has also asked her staff to update their parts of the strategic plan documents before the next board meeting.
- Jim Keller will be here next week.
- She did not go to Directors University and is not going to the Ala Conference, but Courtney Fancil, the Reference Librarian is going. She plans to go to ALA next year digitally and PLA in person next April.
- The updating the logo on the Watchfire sign came in much lower than expected and under \$1,000 so Jennifer is going to get that work scheduled and not take the recommendation to the Finance Committee.
- We were unable to book Nick Hackman's security training online and 4 attempts to contact the company by phone did not work either. The plan may be to have him shadow the Champaign Library security team.

• **Items to add to the Regular Meeting Agenda:**

- Building: New Chair and information on the Watchfire Sign, schedule special meeting for Boiler Bids

- New Business: Director's Quarterly Goal Attainment Report
- Old Business: Update on getting Boiler Bids

- **Item of Information - Mark:** Sybil Mervis called Mark with a complaint about the library lawn. She will be coming tomorrow at 12:30 to show him the areas that concern her.

Old Business

Mary made the motion to move to a closed session at 4:20pm, Jane seconded and the vote was unanimous. Jane moved to adjourn to open session at 4:42pm, Zach seconded and the vote was unanimous.

There was no need for a closed session.

The Committee's next meeting will be held on Monday, July 10, 2023, 4:00 p.m., Second Floor Conference Room.

There being no further business to come before the Committee, President Mark Denman adjourned the meeting at 4:43 p.m.