DANVILLE PUBLIC LIBRARY

EXECUTIVE COMMITTEE

MINUTES

President Mark Denman called the monthly meeting of the Executive Committee to order at 3:59 p.m., Monday, August 7, 2023, held at the First Floor Meeting Room of the Danville Public Library.

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| Members Present  Jane Andrews  Mark Denman  Zach Gwinn  Mary Reik |  | Members Absent  Others |  | Staff Present  Jennifer Hess/Exec Director  Brooke Kuchefski/Director of Community Relations  Ruey Sandusky/Admin Department |

**Amend or Approve the Agenda:**

The location needed to be moved from the 2nd Floor to the 1st Floor due to a scheduling conflict.

Mary made the motion to approve as amended, Zach seconded, and the vote was unanimous.

**Approval of the Minutes:**

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

**New Business**

* **Updates from Jennifer:**

**Welcome to Brooke.** It’s her first day as Director of Community Relations and third in command, so extra coverage as well. We are delighted to have her join us.

**Stranger Things:** About 1,600 people came to the event. We had very positive feedback overall.

**Budget Meeting with the Mayor:** Jennifer is meeting with the Mayor at the end of August. She invited the Executive Committee to attend.

**Microfilm:** The Archives staff are still sorting before sending it off.

**District 118 card sign-ups:** Jennifer reported that they had not had time to work on this further because of preparing for Stranger Things.

**Shifting offices:** Jennifer would like to do this all at once and would like to hire some help to accomplish the task. She would also like to offer curbside only on a Saturday. The board thought curbside would be fine so we have a solid two days to work on it. Zach recommended checking if Leadership Tomorrow needed any service hours before hiring help.

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

**Adding ADT Halo sensors in the bathrooms:** Changing security companies would involve upgrading our security system. The bids were around $30,000, which Jennifer feels is not high priority at the moment. She does recommend adding the Halo sensors as that will only cost about $9,000 and we are having increasing issues with people trying to abuse substance in the restrooms.

**The Building Committee needs to meet after the regular board meeting to approve the June minutes.** Post the agenda 48 hours before.

**Old Business**

In accordance with **5 Illinois Compiled Statutes 120/2(c)**, Zach moved for the board to go into closed session at 4:29 to discuss personnel issues, Mary seconded and it passed unanimously. The full Executive committee and Jennifer Hess were present. Mary moved to return to open session at 4:40pm, Jane seconded and it passed unanimously.

The Committee’s next meeting will be held on Monday, September 11, 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 4:40 p.m.