

DANVILLE PUBLIC LIBRARY
EXECUTIVE COMMITTEE
MINUTES

President Mark Denman called the monthly meeting of the Executive Committee at 4:01 p.m., Monday, August 12, 2024, at the Second Floor Meeting Room of the Danville Public Library.

Members Present: Jane Andrews (Zoom, did not vote), Mark Denman, Zach Gwinn, Mary Reik

Members Absent:

Others:

Staff Present: Jennifer Hess (Exec. Director), Johnson Flanagan (Director of Operations), Brooke Truscelli (Director of Community Relations) Reno Torres (Business Manager), Ruey Sandusky (Admin. Coordinator)

Amend or Approve the Agenda - Mark

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

Jim Keller gave an update on the Renovation plans via Zoom.

Approval of the Minutes – Mark

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

New Business

Treasurer's Report & Invoices - Jane

The Treasurer's Report was presented and reviewed. After discussion, there were no concerns.

Zach moved to send the treasurer's report to the full board as presented, Mary seconded and it passed unanimously.

The Invoices were presented and reviewed. After discussion, there were no concerns.

Mary moved to send the invoices to full board as presented, Zach seconded and a roll vote was taken; all yes.

Item of Information: DLF Grants

The committee was presented with a summary of DLF spending for the first quarter. There were no concerns.

Item of Information: Blinds

Some of the vertical blinds need to be replaced. The estimated cost is \$9,000.

Item of Information: Security System Upgrade

Ryan is looking into a security camera and software upgrade. The price is unknown.

Updates from the Director

- The proposal has been approved by the Foundation. Thrift Books and Habitat have been contacted.
- Jennifer has entered into a partnership with the U of I for students to work on a strategic plan for the library as their coursework. There is no charge, and we will own their work.
- Jennifer and other staff are requesting letters of recommendation for the National Medal nomination.
- Goosebumps the Musical will be held at DACC for no charge which allows us to offer it to the community for free.

Things to add to the Regular Meeting Agenda

Mark asked for updates of Director Goals and Strategic Plan to be included with the Director's Report.

Mark invited Mary and Zach to the Budget Preview meeting next week, so with the addition of two Executive Committee members, it will be an official board meeting and need to have the agenda posted in accordance with OMA.

Old Business

There was no Old Business to discuss.

There was no need for a closed session.

The Committee's next meeting will be held on Tuesday, September 3, 2024, 2:00 pm, Second Floor Conference Room.

There being no further business to come before the Committee, President Mark Denman adjourned the meeting at 5:01 pm