

DANVILLE PUBLIC LIBRARY BOARD OF TRUSTEES MINUTES- August 19, 2024

President Mark Denman called the monthly meeting of the Danville Public Library Board of Trustees to order at 4:04 p.m., Monday, August 19, 2024, held at the second-floor meeting room of the Danville Public Library.

Members Present: Janet Alexander, Jane Andrews (Treasurer), Mark Denman (President), Zach Gwinn (Vice President), Stacey Morgeson, Alice Payne, Mary Reik (Secretary)

Members Absent: Kori Bowers, Martha Espino

Others: Patrick Halloran

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

The Library Board reviewed the agenda.

Motion to approve the agenda, as presented:

Stacey Morgeson made the motion, Jane Andrews seconded, and it passed unanimously.

Mark welcomed the newly appointed board member, Janet Alexander. Everyone introduced themselves.

The Library Board reviewed the Secretary's report and the Treasurer's report, which were approved:

Secretary's Report - Mary Reik

Motion to approve the Secretary's Report for the previous month as presented by Alice Payne, Stacey Morgeson seconded, and it passed unanimously.

Treasurer's Report and Invoices – Jane Andrews

Treasurer's Report: After the presentation and discussion, the board had no concerns.

Invoices: After the presentation and discussion, the board had no concerns.

Motion to approve the Treasurer's Report for the previous month as presented by Zach Gwinn, Stacey Morgeson seconded, and it passed unanimously.

Motion to approve the invoices from the previous month as presented by:

Alice Payne,	Janet Alexander - yes	Martha Espino – N/A	Alice Payne – yes
Seconded by	Jane Andrews – yes	Zach Gwinn - yes	Mary Reik – yes
Zach Gwinn	Kori Bowers – N/A	Stacey Morgeson – yes	

Director and Personnel Reports – Included with the Director's Report are highlights of the monthly reports submitted by the department managers on the activity of their departments in the previous month. Jennifer updated the board that 37.11% of the population have library cards. Brooke updated on special events. She shared a promotional video from Goosebumps the Musical practices. Johnson reported that we have seen a major uptick in new people coming into the library due to the school cards.

Jennifer reported on the DLF spending and reimbursement status for the first quarter.

DLF Foundation

Patrick shared that Peter Blackman resigned as the Foundation Director three weeks ago. The separation was amicable and Peter needed more time to pursue working in other areas of the community. The foundation has established a transition committee and a hiring committee, both of which will include at least one person from the library or the board.

Committee Reports

Executive Committee –Mark Denman reported that the Executive Committee met and the action items to present are on the agenda. Jim Keller presented at the last Executive Committee meeting and reported that they should have a finished product in September, hopefully with cost estimates.

The Committee's next meeting will be Monday, September 9, 2024 at 4:00 pm in the 2nd Floor Conference Room.

Old Business

Strategic Plan and Director's Goals Update

Jennifer presented an update on the progress of the strategic plan.

DANVILLE PUBLIC LIBRARY BOARD OF TRUSTEES MINUTES- August 19, 2024

FY 21-22, FY 22-23 Audit Reports

Zach moved to table approving the reports until next meeting to give everyone a chance to look them over, Stacey seconded and it passed unanimously.

Microfilm Digitization

Jennifer updated the board on the status of the digitization the Foundation paid to have done last year. Ryan is working on pricing out a machine for us to use in house for the remainder of digitization that needs to be completed.

New Business

Board Member Contact List Update

Ruey passed out a list of members and their contact information and asked to be notified if there were any corrections.

ACTION ITEM: Used Bookstore Plan

The board was presented with a recommendation to approve the library taking responsibility from the Foundation for the used bookstore. Bookstore sales will help fund the keepsake collection and merchandise sales will go to the Foundation.

Motion to approve the recommendation as presented by:

Jane Andrews,	Janet Alexander - yes	Martha Espino – N/A	Alice Payne – yes
Seconded by	Jane Andrews – yes	Zach Gwinn - yes	Mary Reik – yes
Zach Gwinn	Kori Bowers – N/A	Stacey Morgeson – yes	

ACTION ITEM: U of I Partnership

The board was presented with an agreement with the U of I for some of tier students to work on a strategic plan for the library.

Motion to approve the partnership with the U of I by Stacey Morgeson, Alice Payne seconded, and it passed unanimously.

There was no need for a closed session.

The board's next meeting will be held on Tuesday, September 16, 2024, 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 4:55 p.m.

Mary Reik, Secretary