



DECATUR PUBLIC LIBRARY BOARD OF TRUSTEES
Finance and Properties
Minutes

Date: September 17, 2025 meeting
Time: 4:30 p.m.
Location: Board Room

Present:

Emily West
Sofia Xethalis (attended remotely)
Paula Cross
Karl Coleman

Staff: Rick Meyer, City Librarian

Absent:

Guests:

Call to Order: Mr. Coleman called the meeting to order at 4:33pm. The committee approved Ms. Xethalis attending remotely.

Consent Agenda

Ms. Cross made a motion to approve the consent agenda, seconded by Ms. West. All in favor. The motion was adopted.

Written Communication from the Public: Mr. Meyer stated that he received a letter in regards to Author, Ellen Hopkins, coming to Decatur Public Library.

Public Comments:

Old Business

Capital Needs (Discussion) Discussed the Decatur Public Library's electronic key cards.

Furniture Project Update (Discussion) Mr. Meyer stated the Furniture Project is done.

New Business

August 2025 Check Register and Vendor Report (Action) Discussed line items on the Check register. Ms. West made a motion to approve the check register and send to the full Board, seconded by Ms. Cross. Mr. Coleman requested a roll call vote, Ms. West yes, Ms. Cross yes, Mr. Coleman yes. The motion was adopted.

August 2025 Actuals and Projection (Discussion) Mr. Meyer presented the actual and projected budget detail.

Adjournment

Mr. Coleman made a motion to adjourn at 5:15pm, seconded by Ms. West. All in favor. The motion was adopted.

Scribe, Betti Jo Heckwine, Administrative Assistant Aide

Approved October 8, 2025