



DECATUR PUBLIC LIBRARY

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DECATUR PUBLIC LIBRARY BOARD OF TRUSTEES Personnel, Policy and Public Relations Minutes

Date: September 4, 2025

Time: 4:30 p.m.

Board Room

Board President: Karl Coleman **Board Members:** Sofia Xethalis, Emily West, Ashley Petty, Samantha Carroll, Blake Allison, Paula Cross, Kaylee Ledbetter Peggy Ankrom

Present

Samantha Carroll
Ashley Petty
Kaylee Ledbetter
Karl Coleman
Peggy Ankrom

Absent:

Staff: Rick Meyer, City Librarian, Alissa Henkel Head of Programs, Resources, & Services

Guests:

Call to Order: Ms. Carroll called the meeting to order at 4:31 p.m.

Consent Agenda with June 5, 2025 Meeting Minutes- Ms. Petty made a motion to approve the consent agenda, seconded by Ms. Ankrom. All in favor. The motion was adopted.

Public comments: None

Written Communications from the Public: None

New Business

Reader's Advisory Services Policy (Action) Ms. Petty made a motion to send the policy to the Board, seconded by Ms. Ledbetter.

Public Awareness Campaign (Action) Discussed, no action required.

Other (Discussion) Mr. Meyer updated the Board on the search for a new Administrative Assistant.

Old Business

Management Personnel Handbook (Action) The handbook was reviewed and discussed. Mr. Meyer will get a clean copy prepared for the Board, to review next month.

Adjournment

Ms. Ledbetter made a motion to adjourn at 5:25 pm. Seconded by Mr. Coleman. All in favor. The motion was adopted.

Scribe,
Betti Jo Heckwine, Administrative Assistant Aide

Approved October 2, 2025