



## DECATUR PUBLIC LIBRARY

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### DECATUR PUBLIC LIBRARY BOARD OF TRUSTEES

Finance and Properties

Minutes

**Date:** August 13, 2025 meeting

**Time:** 4:30 p.m.

**Location:** Board Room

**Present:**

Emily West

Sofia Xethalis

Paula Cross

Karl Coleman (attended remotely)

**Staff:** Rick Meyer, City Librarian, Alissa Henkel, Director Program, Resources, and Services

**Absent:**

Blake Allison

**Guests:**

**Call to Order:** Ms. Xethalis called the meeting to order at 4:43pm. The committee approved Mr. Coleman attending remotely.

**Consent Agenda**

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

**Written Communication from the Public:** Mr. Meyer stated that he received a FOIA.

**Public Comments:**

**Old Business**

Capital Needs (Discussion) No discussion.

Furniture Project Update (Discussion) Mr. Meyer stated there is a small trim item and two booths that need to be fixed. This should be completed soon.

**New Business**

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

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

FY2026 Budget Drafts (Action) Ms. Xethalis made a motion to send the need budget for 2026 to the Board for approval, seconded by Ms. Cross. Ms. Xethalis requested a roll call vote. Ms. Xethalis requested a roll call vote. Mr. Coleman yes, Ms. Cross yes, Ms. West yes, Ms. Xethalis yes. The motion was adopted.

Other (Discussion) Ms. Xethalis stated she was unable to attend on the September 10, 2025 Finance and Property meeting. The meeting will be moved to September 3, 2025.

**Adjournment**

Ms. West made a motion to adjourn at 5:41pm, seconded by Mr. Coleman. All in favor. The motion was adopted.

Scribe, Michelle Whitehead, Executive Administrative Assistant

Approved  
September 17,  
2025