



DECATUR PUBLIC LIBRARY

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AGENDA

REGULAR MEETING

BOARD OF TRUSTEES

Thursday, February 15, 2024

4:30 p.m.

Decatur Public Library

Board Room

- I. **Call to order** – Karl Coleman
- II. **Consent Agenda (Approval of Agenda; Approval of December 13, 2023 Regular Meeting Minutes) (Action)**
- III. **Public comments.** 15-minute time period for citizens to appear and express their views before the Decatur Public Library Board. Limit of 3 minutes per speaker; total of 15 minutes. **No immediate response will be given by the Library Trustees or Library staff members.**
- IV. **Written Communications from the public**
- V. **City Librarian’s report** –Rick Meyer (Discussion)
- VI. **Division Head reports**—Becky Damptz, Alissa Henkel, Carol Ziese
- VII. **Reports of committees**
 - A. **Personnel, Policy & Public Relations Committee**—Elizabeth Rivera
 - i. Management Personnel Handbook Revision (Action)
 - ii. Emergency Succession Plan (Action)
 - iii. Collection Development Policy (Action)
 - iv. Selection of Marketing Firm (Action)
 - v. DEI Committee (Discussion)
 - B. **Finance and Properties Committee**—Jacobie Jones
 - i. December 2023 & January 2024 Check Register & Vendor Report (Action)
 - ii. December 2023 & January 2024 Budget Actuals (Discussion)
 - iii. Proposal from Today’s Business Solutions (Action)
 - iv. Donation of Furniture (Action)
 - v. Security Costs (Action)
 - C. **Foundation**—Rick Meyer

- i. No meeting

D. Friends of the Library – Rick Meyer

- i. February 8 Meeting

E. Illinois Heartland Library System—Rick Meyer

- i. Proposed Fee Structure Update

VIII. Old Business

- A. Open Trustee Seats (Discussion)
- B. Other

IX. New Business

- A. Approval of Pre-Bid Furniture Selection (Action)
- B. Acquisition of Art (Action)
- C. 2024/25 Meeting Schedule (Action)
- D. Other (Discussion)

X. Adjournment

If you have questions please contact: Rick Meyer, City Librarian
421-9713