



# DECATUR PUBLIC LIBRARY

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## AGENDA

### REGULAR MEETING

### BOARD OF TRUSTEES

Thursday, September 19, 2024

4:30 p.m.

Decatur Public Library

Board Room

- I. **Call to order** – Karl Coleman
- II. **Swearing in of Blake Allison, Alana Banks, & Samantha Carroll**
- III. **Consent Agenda (Approval of Agenda; Approval of the May 16, 2024 minutes) (Action)**
- IV. **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.**
- V. **Written Communications from the public**
- VI. **Division Head reports**—Alissa Henkel, Matt Wilkerson, Carol Ziese
- VII. **City Librarian’s report, May-August** –Rick Meyer (Discussion)
- VIII. **Reports of committees**
  - A. **Personnel, Policy & Public Relations Committee**-Karl Coleman
    - i. Software Use Policy (Action)
    - ii. Workplace Discrimination, Harassment, Violence, and Retaliation Policy (Action)
    - iii. Meeting Room Policy Clarification (Action)
    - iv. DEI Committee (Discussion)
    - v. Other
  - B. **Finance and Properties Committee**—Karl Coleman
    - i. Capital Needs (Discussion)
    - ii. Furniture Project Update (Discussion)
    - iii. Sale of Furniture (Action)
    - iv. May, June, July, August 2024 Check Registers & Vendor Reports (Action)

- v. August 2024 Budget Actuals (Discussion)
- vi. 2024 Budget Projection (Discussion)
- vii. FY2025 Budget Draft (Discussion)
- viii. Other

**C. Foundation—Rick Meyer**

- i. No meeting

**D. Friends of the Library – Rick Meyer**

- i. September 12 Meeting

**E. Illinois Heartland Library System—Rick Meyer**

- i. Update on SHARE agreement

**IX. Old Business**

- A. Open Trustee Seats (Discussion)
- B. Furniture Grant Update (Discussion)
- C. Decennial Committee on Government Efficiency (Discussion)
- D. Other

**X. New Business**

- A. New Messaging Proposal from Clanin Creative (Action)
- B. Committee Appointments (Action)
- C. Other (Discussion)

**XI. Adjournment**

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