DECATUR PUBLIC LIBRARY BOARD OF TRUSTEES
Finance and Properties
Minutes

Date: August 10, 2022
Time: 4:30 p.m.
Location: Board Room

Present: Sofia Xethalis (Chair)
Jeffrey Cancienne
Jecobie Jones

Staff: Rick Meyer, City Librarian, Michelle Whitehead, Executive Administrative Assistant, Alissa Henkel, Programs, Resources, & Services

Absent:
Alana Banks
Guests:

Call to Order:
Ms. Xethalis called the meeting to order at 4:30 pm.

Approval of Agenda
Ms. Xethalis requested a motion to approve the agenda. Mr. Jones made a motion to approve the agenda, seconded by Mr. Cancienne. All in favor. The motion was adopted.

Swearing in of Jeff Cancienne

Approval of Minutes: June 8, 2022 meeting minutes
Ms. Xethalis requested a motion to approve the June 8, 2022 meeting minutes. Mr. Jones made a motion to approve the minutes, seconded by Mr. Cancienne. All in favor. The motion was adopted.

Written Communication from the Public: None

Public Comments: None

Old Business
Capital Needs (Discussion) Mr. Meyer stated we still have mud patches that need to be reseeded. This can be done in the Fall or Spring.

New Business

Naming of Committee Chair (Action) Mr. Jones accepted the nomination of Finance and Property Committee Chair.

June and July 2022 Check Registers (Action) Mr. Jones made a motion to send the check registers to the full Board, seconded by Mr. Cancienne. Roll call vote, Mr. Jones, yes, Ms. Xethalis,yes, Mr. Cancienne, yes. All in favor. The motion was adopted.

July 2022 Budget Actuals (Discussion) Mr. Meyer discussed the July budget details. The Cantoni fund has been amended the funds will be accessible next year.

FY2022 Budget Projection (Discussion) Mr. Meyer gave a summary of the budget projections for the remainder of the year.

FY2023 Budget (Discussion) Mr. Meyer is working on the 2023 budget with consideration for staff salaries based on the current inflation rate.

Off-Duty Police Cost (Action) Mr. Meyer stated the cost is quite a bit higher than originally discussed. There is a public safety grant that can help offset the cost. The Library can also reduce the number of manhours used. Mr. Jones made a motion to enter into negotiations to pay City Police with the assistance of grant funds. Mr. Cancienne seconded the motion. Ms. Xethalis requested a roll call vote. Mr. Jones yes, Ms. Xethalis yes, Mr. Cancienne yes. All in favor. The motion was adopted. Mr. Meyer will send incident information to Mr. Cancienne.

Friends of The Library Relocation (Discussion) City Manager Wrighton advised Mr. Meyer that he wanted the FOL to be out of their space by Labor Day to complete the build-out for Workforce Investment. Mr. Meyer is waiting on additional budget numbers regarding the build-out space for the FOL space.

Shelving & Carpet Project (Discussion) Mr. Meyer stated lead times on shelving is about 3 months plus bid time. This project may not be accomplished this year. The project will be phased-in steps.

City Librarian Compensation (Action) Ms. Xethalis requested a motion to table. Mr. Jones made a motion table and discuss at the full board meeting, seconded by Mr. Cancienne.

Adjournment

Ms. Xethalis requested a motion to adjourn at 5:24 pm. Mr. Jones made a motion to adjourn, seconded by Mr. Cancienne. The motion was adopted.

Scribe, Michelle Whitehead, Executive Administrative Assistant

Approved 9/14/2022