



## DECATUR PUBLIC LIBRARY

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### DECATUR PUBLIC LIBRARY BOARD OF TRUSTEES

Finance and Properties

Minutes

**Date:** January 10, 2024

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

**Location:** Board Room

**Present:**

Emily West

Karl Coleman

Sofia Xethalis

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

**Absent:** Jacobie Jones

**Guests:** None

**Call to Order:**

Mr. Coleman called the meeting to order at 4:36pm.

**Consent Agenda**

Ms. Xethalis made a motion to approve the consent agenda. No discussion. All in favor. The motion was adopted.

**Written Communication from the Public:** None

**Public Comments:** None

**Old Business**

Capital Needs (Discussion) Mr. Meyer discussed the furniture project. Some items will likely be postponed until 2025. There is a grant opportunity that may allow for all furniture to be purchased in 2024.

**New Business**

December 2023 Check Register & Vendor Report (Action) Ms. Xethalis made a motion to send the check register to the full Board, seconded by Ms. West. Mr. Coleman requested a roll call vote. Ms. Xethalis yes, Ms. West yes, Mr. Coleman yes. All in favor. Motion adopted.

December 2023 Budget Actuals & Projection (Discussion) Mr. Meyer stated the books are not closed yet, so this is not final just yet. There is a shortfall from the levy that was collected by the City. There will be a cap

initiated for 2024 on the total spent for Hoopla. There will be some changes to the final budget presentation in February.

Approval of 2024/25 Meeting Schedule (Action) Ms. Xethalis made a motion to approve the schedule as presented, seconded by Ms. West. All in favor. Motion adopted.

**Adjournment**

Ms. Xethalis made a motion to adjourn at 4:56pm, seconded by Ms. West. All in favor. The motion was adopted.

Scribe, Michelle Whitehead, Executive Administrative Assistant  
Approved 2/14/2024