

DECATUR PUBLIC LIBRARY BOARD OF TRUSTEES
Finance and Properties
Minutes

Date: November 13, 2024

Time: 4:30 p.m.

Location: Board Room

Present:

Emily West

Sofia Xethalis

Blake Allison

Paula Cross

Karl Coleman

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

Absent: None

Guests: None

Call to Order: Mr. Coleman called the meeting to order at 4:35pm.

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 indicated there are new ceiling tiles installed throughout the Library. The Boiler is being repaired soon. New furniture is on the way.

Furniture Project Update (Discussion) Mr. Meyer stated there will be a meeting with the vendors this week to coordinate the new furniture. It should start on December 2, 2024. The new Light Bright has been delivered for the Children's area. There is a delay in the Reference service desk and the children's service desk to late February of 2025. The mid-century furniture has been moved to a storage space for sale in the near future. Items for the Library's Wish List can be found on the Heart of Illinois Community Foundation web page. You can

view them by clicking on Wish List in the menu bar. Mr. Meyer will update the digital signage to state the Library Wish List.

New Business

October 2024 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. Allison, yes, Mr. Coleman, yes, Ms. Cross, yes. All in favor. The motion adopted.

October 2024 Budget Actuals (Discussion) Mr. Meyer presented the current budget detail.

2024 Budget Projection (Discussion) Mr. Meyer presented the projected budget detail.

FY 2025 Budget Amendment (Discussion) Mr. Meyer shared an email he received that the Budget for 2025 is roughly 50,000 less due to estimated property tax collection.

Other (Discussion) Mr. Coleman appointed Ms. Xethalis as the chair of the Finance & Property Committee.

Adjournment

Ms. Xethalis made a motion to adjourn at 5:00pm, seconded by Ms. Cross. All in favor. The motion was adopted.

Scribe, Michelle Whitehead, Executive Administrative Assistant

Approved 12/11/2024