



## DECATUR PUBLIC LIBRARY

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### DECATUR PUBLIC LIBRARY BOARD OF TRUSTEES

Finance and Properties

Minutes

**Date:** December 11, 2024

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

**Location:** Board Room

**Present:**

Emily West

Sofia Xethalis

Blake Allison

Paula Cross

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

**Absent:** Karl Coleman

**Guests:** None

**Call to Order:** Ms. West called the meeting to order at 4:33pm.

**Consent Agenda**

Mr. Allison made a motion to approve the consent agenda. A correction was made to the minutes to include Ms. Cross and remove Ms. Penny. All in favor. The motion was adopted.

**Written Communication from the Public:** None.

**Public Comments:** None

**Old Business**

Capital Needs (Discussion) Mr. Meyer the old chiller has been removed from the boiler room.

Furniture Project Update (Discussion) Mr. Meyer stated there are a few things backordered. He is considering buying some new chairs for the Children's Auditorium, and putting casters on the flip-top tables in Children's. The Circulation Desk is being rebuilt. A few items were broken, and a few items were delivered, that were not what the Library ordered. All things considered, this new furniture is successful.

**New Business**

November 2024 Check Register & Vendor Report (Action) Mr. Allison made a motion to send the check register to the full Board, seconded by Ms. West. Ms. Xethalis requested a roll call vote. Ms. Xethalis yes, Ms. West yes, Mr. Allison, yes, Ms. Cross, yes. All in favor. The motion adopted.

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

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

Resolution to Transfer Funds (Action) Mr. Allison made a motion to recommend to the full Board the transfer of funds, seconded by Ms. West. Ms. Xethalis requested a roll call vote. Ms. Xethalis, yes, Ms. West, yes, Mr. Allison, yes, Ms. Cross, yes. All in favor. The motion adopted.

FY 2025 Compensation (Action) (This portion of the meeting may be held in closed session pursuant to 5ILCS 120 § 2 © (2)) At 5pm, Mr. Allison made a motion to go into Closed Session for discussion, seconded by Ms. Cross. All in favor. The motion was adopted.

At 5:15pm, Closed Session ended and the meeting resumed. Ms. Xethalis stated it was decided to table the discussion until the full Board Meeting on December 12, 2024. Ms. West made a motion to table, seconded by Ms. Cross. All in favor. The motion was adopted.

### **Adjournment**

Ms. West made a motion to adjourn at 5:17pm, seconded by Mr. Allison. All in favor. The motion was adopted.

Scribe, Michelle Whitehead, Executive Administrative Assistant

Approved 1/8/2025