DECATUR PUBLIC LIBRARY

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DECATUR PUBLIC LIBRARY BOARD OF TRUSTEES
Personnel, Policy and Public Relations
Minutes

Date: April 11, 2024
Time: 4:30 p.m.
Board Room

Board President: Karl Coleman **Board Members**: Alana Banks, Elizabeth Rivera, Sofia Xethalis, Jecobie Jones, Emily West

Present
Karl Coleman
Elizabeth Rivera
Alana Banks

Absent: None

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

Guests: None

Call to Order: Mr. Coleman called the meeting to order at 4:39p.m.

Consent Agenda with February 1, 2024 Meeting Minutes- Mr. Coleman requested to move the DEI discussion under Old Business to the first order of business, seconded by Ms. Banks. All in favor. Mr. Coleman made a motion to approve the adjusted consent agenda. No discussion. Passed by unanimous consent.

Public comments: None.

Written Communications from the Public: None.

New Business

Arts and Artifacts Acquisition and Display Policy (Action) Mr. Coleman made a motion to approve the policy as presented and that it be reviewed by June of 2027, seconded by Ms. Rivera. All in favor. The motion was adopted.

Meeting Room Policy (Action) Mr. Coleman made a motion to change the number of hours that room rental will be free for non-profit and government agencies. There will be 30 hours per organization at no charge. In excess of 30 hours, regular rates will apply. Also, after 2 no shows in a fiscal year, or failure to cancel within 1 day of the event, the group will no longer be able to use rooms at the Library. If the room needs to be cleaned after use, the staff will determine the fee assessed for clean-up service. This change becomes effective January 1, 2025. Ms. Rivera seconded the recommended changes, Ms. Banks abstained. The motion was adopted.

Repurpose of Quiet Study to a Meeting Room (Action) Mr. Coleman made a motion to accept the plan to repurpose the Quiet Study, seconded by Ms. Rivera, Ms. Banks abstained. The motion was adopted.

Old Business

DEI Committee (Discussion) Ms. Ziese presented her report.

Adjournment

Mr. Coleman made a motion to adjourn at 5:36pm, seconded by Ms. Banks. All in favor. The motion was adopted.

Scribe,
Michelle Whitehead, Executive Administrative Assistant

Approved 6.6.24