

Dominy Memorial Library Board of Directors' Meeting November 15, 2023

President Kathy Popejoy called the meeting to order at 12:00 p.m. in the White Community Room of the library.

Members present: Kathy Popejoy, Cindy Helmers, Marcia Walter, Ruth Teubel, Jan Lancaster, Jim Munz, John Tollensdorf, Gary Hofmann, Kelly Honegger

Members absent: Director Ashley Lewis

Minutes: The minutes were approved after a motion by Cindy Helmers and a second by John Tollensdorf.

Financial report: Ruth reported the library is in good standing financially. The financial report was approved after a motion by Jan Lancaster and a second by Gary Hofmann.

Director's Report

- Ashley presented the statistics for October.
- Ashley reported Preschool Storytime, the Halloween Party and Costume Parade, and Trick or Treating at the library were all well attended and felt to be a success.
- At least five special events or programs have been planned for November and December.
- The library received the second tax distribution from Livingston County on October 12, 2023, in the amount of \$49,708.38.
- The library will be closed November 23-25 for Thanksgiving.
- The new book drop has been installed.
- Ashley reported the library does not have to do the Decennial Report as our library is not part of a library district and has an affiliation with the city.

Old Business

- The Community Room contract charge was discussed. It was decided to table further discussion until the Policy Review is complete and approved.

New Business

- There were no patron comments.
- A draft of an evaluation of the director was presented as proposed by Cindy Helmers, Marcia Walter, and Jan Lancaster. It was also suggested and discussed to add questions for the staff to complete. Further discussion will take place at December's meeting.
- The Policy Review will continue at next month's meeting. Kathy and Ashley will be going over the Standards for Illinois Public Libraries.

- A proposal was made to partner with the Food Pantry to do something for kids at Christmas. After discussion, Cindy Helmers moved to partner with the Food Pantry to provide children 10 and under with a book for Christmas. The Board of Trustees will be donating the money to the library. A second was made by Jim Munz. The motion was approved.

John Tollensdorf moved and Gary Hofmann seconded a motion to adjourn the meeting at 1:00 p.m. The motion was approved. The next meeting will be held on December 20, 2023.

Respectfully submitted,
Marcia Walter, Secretary