



DECATUR PUBLIC LIBRARY

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DECATUR PUBLIC LIBRARY BOARD OF TRUSTEES

Minutes

Date: February 18, 2021

Meeting time: 4:30 p.m.

Location: Decatur Public Library Board Room

Board Members

President:

Samantha Carroll

Members:

Susan Avery

Karl Coleman

Michael Sexton

Amy Stockwell

Kathleen Wrigley

Sofia Xethalis

Gregg Zientara

Present:

Samantha Carroll

Amy Stockwell

Susan Avery

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Karl Coleman

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Gregg Zientara

Michael Sexton

Sofia Xethalis

Kathleen Wrigley

Staff: City Librarian Rick Meyer

Robert Edwards, Asst. City Librarian

Betti Jo Heckwine, Admin. Asst. Aide

Becky Dampitz, Head of Archives &

Alissa Henkel, Head of Prog., Res., and

Matt Wilkerson, Systems Administrator

Carol Ziese, Head of Technical Services

Call to Order: Ms. Carroll called the meeting to order at 4:30 p.m.

Remote Attendance. Pursuant to State Executive Orders 2020-07 and 2020-18, which temporarily suspend the in-person presence requirements and eliminate the limitation on remote access of the Illinois Open Meetings Act due to the COVID-19 pandemic, the Board is not requiring physical attendance at the meeting, and will allow all Board members to attend this meeting remotely and fully participate remotely.

Agenda & Minutes January 20, 2021 and October 29, 2020 - Ms. Carroll asked for a motion for the consent agenda which includes approval of the Agenda, January 20, 2021 Minutes and October 20, 2020 Minutes, Ms. Wrigley made a motion to approve as presented seconded by Ms. Xethalis. Ms. Carroll requested a roll call vote, Ms. Xethalis yes, Ms. Wrigley yes, Mr. Sexton yes, Mr. Zientara yes, and Ms. Carroll yes.

Public Comments

None

Written Communication from the public

None

Presentation by Christina Fuller-Diversity Consultant

Postponed till next month, the Diversity Committee will meet and make a recommendation to the board.

Art Gift for Approval

Ms. Carroll requested a motion to accept the art work as a gift to the library, Mr. Sexton made the motion to accept the art work, seconded by Mr. Zientara. Ms. Carroll requested a roll call vote, Ms. Xethalis yes, Ms. Wrigley yes, Mr. Sexton yes, Mr. Zientara yes, Mr. Coleman yes, Ms. Stockwell yes, and Ms. Carroll yes.

City Librarian's Report

Reviewed the statistics for January and discussed the effect that the pandemic has had on library use.

Division Head Reports

Rebecca Dampitz, Head of Archives & Special Collections, reported the Local History room is opening on March 22, 2021 from 10:00 a.m. – 2:00 p.m., the lights are fixed and they have completed 700 glass negatives, all of 2019 minutes and working on 2020 minutes in Omeka.

Alissa Henkel, Head of Programs, Resources & Services reported 47 kids, including a class from Central A & M logged on for the Conversations with Kabedi & Kaream: Author Jerry Craft, and it really went well. Jess Hill, Community Resource Coordinator started yesterday, she will be working a half day Mon-Fri and every second Saturday. Ms. Henkel is ILA Reporter Advisory Committee Chair and is working with Carbondale Librarian Jennifer Robinson on an article about Social Justice and Anti-Racism, DPL will be featured, did a survey through RAILS and IHLS.

Matt Wilkerson, Systems Administrator, reported the virtual private network that will allow staff to connect securely from home on their desktops is up and running, Chris and Matt have answered 110 help calls, and been keeping everything updated and running.

Carol Ziese, Head of Technical Services, reported TS only processed 10% less in 2020 than 2019, TS is pretty much working as they always did, and the only thing that is not back to normal is Baker and Taylor deliveries are irregular.

Reports of Committees

Personnel, Policy & Public Relations Committee

Personnel Update

Mr. Meyer reported the library hired Michelle Whitehead for Administrative Secretary and she will be starting March 1, 2021, and the library is close filling the Clerk I and Clerk II positions within.

Finance and Properties Committee

None

Foundation Meeting

Annual Appeal at about \$13,000.00.

Friends of the Library Committee

Doing an overhaul of their by-laws.

Illinois Heartland Library System-SHARE Executive Council

SHARE Executive Council is considering a new app for all of SHARE called Solus.

Old Business

Board Opening

Ms. Carroll spoke with the Mayor and she does not have any candidates at this time. She also asked about board members staying on as Board of Trustees.

New Business

City Librarian's Performance Evaluation & Compensation (This portion of the meeting may be held in closed session pursuant to 5 ILCS 120 § 2 (c) (1))

Ms. Wrigley moved to close this portion of the meeting, so it may be held in closed session pursuant to 5 ILCS 120 § 2 (c) (1) at 5:02 p.m., seconded by Mr. Sexton. Ms. Carroll requested a roll call Ms. Xethalis yes, Ms. Wrigley yes, Mr. Sexton yes, Mr. Zientara yes, Mr. Coleman yes, Ms. Stockwell yes, and Ms. Carroll yes, unanimously approved.

Mr. Sexton made a motion to exit closed session at 5:23 p.m., seconded by Ms. Stockwell. Ms. Carroll requested a roll call vote, Ms. Xethalis yes, Ms. Wrigley yes, Mr. Sexton yes, Mr. Zientara yes, Mr. Coleman yes, Ms. Stockwell yes, Ms. Avery yes, and Ms. Carroll yes, motion passes.

Ms. Carroll requested a motion to increase the City Librarians salary. Ms. Wrigley made the motion to increase the City Librarians salary by 3% retroactive to January 1, 2020 and another increase by 3% retroactive to January 1, 2021, seconded by Ms. Xethalis. Ms. Carroll requested a roll call vote, Ms. Xethalis yes, Ms. Wrigley yes, Mr. Sexton yes, Mr. Zientara yes, Mr. Coleman yes, Ms. Stockwell yes, Ms. Avery yes, and Ms. Carroll yes, motion passes.

Ms. Carroll requested a motion to adjourn at 5:27 p.m., Mr. Sexton made the motion, seconded by Ms. Xethalis. Ms. Carroll requested a roll call vote, Ms. Xethalis yes, Ms. Wrigley yes, Mr. Sexton yes, Mr. Zientara yes, Mr. Coleman yes, Ms. Stockwell yes, Ms. Avery yes, and Ms. Carroll yes, meeting adjourned.

Scribe,
Betti Jo Heckwine
Administrative Aide
Approved 3/18/21

