

Harrisburg Public Library District – Board of Trustees Minutes

February 21, 2024

The regular meeting of the Board of Trustees of the Harrisburg Public Library District was called to order by President Janet Jones at 5:00pm. In attendance were President Janet Jones and Trustees Sally Wofford, Kelly Phelps, David Berry, Emily Sumner and Bob DeVillez and Director Krystal Gulley. Absent was trustee Leah Denise Drue.

Consent Agenda:

Sally Wofford made a motion to accept last month's consent agenda as presented except for a minor change from "children's restroom" to "children's room" under Director's report. Motion carried unanimously with a roll call vote.

President's Report:

President Janet Jones discussed an upcoming meeting with Connie Frazier re replacing a memorial tree in front of the library. A March meeting is being planned.

She discussed the Community Survey and desires the survey to be open until the Committee for Long-Range Planning starts meeting.

She discussed the Long-Range Planning Committee. This was last done 13 years ago. She passed out a guideline to use when approaching potential members. Names of potential members were collected, and Janet announced that she and Elizabeth Cook will co-chair the committee.

She discussed Celebrity Reader Event at the grade schools. This is usually done during National Library Week, but that will be spring break this year. Plan to call schools and check if April 17, 2024 is a good date.

Correspondence, Communications, and Public Comments:

We received a note from Elizabeth Woodworth's sister after her passing. She was a very good Friend of the Library.

Committee Reports:

Finance: CD is ready at Peoples Bank.

Personnel: Plan to review Director Krystal Gulley's evaluation in closed session

Policy: Kelly Phelps made a motion to pass a new policy titled Order of Business relating to trustees attending meetings remotely in accordance to OMA guidelines. Dave Berry second the motion and it passed unanimously.

Building and Grounds: Request for Proposal Solar Bid is prepared for board to review before placing announcement in the paper and start collecting bids.

Director's Report:

Krystal Gulley, Director, discussed final Decennial Committee Meeting that will occur after March 20, 2024 Board meeting. Both Scott Bevis and Ron Fearheiley are able to attend.

She got a final count for the Chamber of Commerce Dinner that will be 2-22-24 evening.

She reported that she attended a SHARE Annual Members Group Meeting and learned that the fees will be going up in 2025.

She did a demonstration for us of the new search ASPEN Discovery. It is much easier for the patron than the existing search.

She discussed the Community Survey and reviewed some of the results so far.

SIC Adult Education and Girl Scouts of Southern Illinois have asked to use our space for regularly scheduled meetings. Dave Berry made a motion to approve the meeting space use and Sally Wofford made the second motion. Motion passed unanimously.

At 5:55pm the Board went into Closed Session

Dave Berry made a motion at 6:15pm to adjourn meeting.

Respectfully submitted by Kelly Phelps, Trustee.

Harrisburg Public Library District – Board of Trustees Closed Session Minutes

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At 5:55pm, the Board of Trustees went into closed session. Present were President Janet Jones, Trustees Kelly Phelps, David Berry, Robert Devillez, Sally Woffard and Emily Sumner. Absent was Leah Denise Drue. Session was recorded electronically.

The evaluation of Director Krystal Gulley was discussed. Each area of the evaluation was discussed with many very favorable comments from all the members. The evaluations will be compiled by Emily Sumner of the personnel committee. When complete, President Janet Jones will review with Director Krystal Gulley.

At 6:13pm, closed session was adjourned by a motion from Trustee Kelly Phelps.