

Harrisburg District Library

Board of Trustees Meeting

March 19, 2025

The Harrisburg District Library Board of Trustees monthly meeting was called to order March 19, 2025 at 5pm by president Janet Jones. In attendance were Trustees Kelly Phelps, David Berry, Bob DeVillez, Leah Denise Drue, and Sally Wofford. Also in attendance was Library Director Emily Bergman. Absent was Emily Sumner.

David Berry moved that we accept the Consent Agenda as presented. Sally Wofford seconded. A roll call vote was held, all voting to accept.

President Janet Jones then presented the **President's Report**. She reminded everyone about the Celebrity Reader event scheduled at local schools April 9, 2025. There is a bookmark design contest this year for the children to participate. She announced that Friends of Morris Library are having a book sale. She gave dates and times for those that could attend. She reminded everyone of the upcoming Birthday Party for the 25th anniversary of the current library location April 1, 2025 6pm.

Correspondence, Communications and Public comments: None

Committee Reports – Finance – Sally Wofford will transfer \$100,000.00 to a CD 3-24-25 at First Mid Bank. She and David Berry have announced plans to attempt to tier the CDs.

Personnel: none

Policy: Request to update policy compilation

Building and Grounds: Bob DeVillez asked if chairs in Alice Barnes room could be cleaned prior to April 1, 2025 program.

Director's Report: Director Emily Bergman discussed community grants for the Summer Reading Program. She advised that she has Staff Planning scheduled for April 2, 2025. She discussed e-rate and a possible consultant to assist. She discussed research she has gathered regarding background checks for library employees.

The Director's evaluation was discussed and Janet Jones suggested waiting to complete evaluation until July 2025 what the current Director has been in the position for 12 months. Leah Denise Drew made a motion to defer evaluation until July 2025, David Berry seconded. All agreed except Bob DeVillez, who dissented. The motion passed.

Emily Bergman presented information related to updating the security system including fire alarm, burglar alarm, cameras and cellular communicators. She was asked to get an official estimate from Security Alarm Co.

Continuing education has been offered to Trustees through Illinois Library Association Trustee Spring Webinar. Any that would like to participate can register through Emily Bergman.

Emily Bergman asked to attend the ILA conference. David Berry made a motion to allow attendance of the conference, covering costs including transportation. Kelly Phelps seconded the motion. Motion passed unanimously with a rollcall vote.

Janet Jones made a motion for meeting to be adjourned with Kelly Phelps seconding. Meeting was adjourned at 6:00pm.

Respectfully submitted by Kelly Phelps, Trustee.