

**Harrisburg Public Library District - Board of Trustee Minutes**  
**March 15, 2023**

The regular meeting of the Board of Trustees of the Harrisburg Public Library District was called to order by Kelly Phelps at 5:12pm. In attendance were President Kelly Phelps and trustees David Berry, Bob DeVillez, Denise Drue, Janet Jones, Stephanie Susie, Sally Wofford, and Director Krystal Gulley.

**Consent Agenda:**

Sally Wofford made a motion to accept last month's consent agenda as presented. Discussion followed to adjust February minutes to reflect that trustees Leah Denise Drue and Janet Jones were present via phone call due to extenuating circumstance but did not participate in any voting. Sally Wofford updated her motion to include the change to February's minutes. David Berry provided a second and the motion carried unanimously via roll call vote.

**President's Report:**

President Kelly Phelps recently attended a presentation on planning for the future as there are architecture firms that specialize in library buildings. Emphasis was placed on the need to build community rapport and the most common request when building new are small meeting rooms. Kelly also commented on the continued participation in programming and noted that Cahokia Mounds was extremely well attended. Discussion followed with Janet Jones suggesting programs about Kincaid Mounds, Dragonflies, and/or Butterflies. Bob DeVillez also discussed the potential to partner with SIU Forestry as they have a program that provides equipment to participants that allows them to record authentic sounds of nature from the deep southern counties in Illinois. It was also noted that as laws and policy change occurs at the State level, our policies are updated to reflect these changes and remain in alignment.

**Correspondence** - None

**Committee Reports:**

**Finance** - None

**Personnel** - Bob DeVillez shared that April 25 is National Library Workers Day.

**Policy** - None

**Building and Grounds** - Will be addressed in Director's Report

**Director's Report**

\*\*\*Krystal met with Wes Ratliff about the door on the outside building and he provided an estimate of \$1654 to fix it. Sally Wofford made a motion to move forward with repair of the door. David Berry provided a second and the motion carried unanimously via roll call vote.

\*\*\*Plumber Mike Kidd provided two options for repairing the downstairs toilet. Based on his expert advice of the type of toilet we currently have, trustees unanimously voted to

replace the tank via roll call vote. David Berry made the motion with Bob DeVillez providing a second.

\*\*\*Krystal also noted the employees continue to keep a close eye on particular windows especially when we have heavy rains as condensation forms.

\*\*\*New chairs are needed in the seating area near the windows. Krystal recommends chairs that are more durable, much easier to keep clean, and emphasized no upholstery. The Building and Grounds committee will take this under advisement and make recommendations.

\*\*\*Due to an increased trash disposal bill, a more economical vendor was sought out with Wasted Disposal providing the lowest pricing. Denise Drue made a motion to change trash disposal vendors with David Berry providing a second. This motion passed unanimously via roll call vote.

\*\*\*Krystal continues to build and stay in contact with community partners such as Lizz Cooley-Questelle about the Ameren grant, the shop teacher at the High School, and the Park Board regarding Story Walk.

\*\*\*Krystal continues to gather information and data as we move forward to meet the requirements for the Local Government Efficiency Act. Since this is completely new, there is a lot to learn and Krystal will keep the board updated as she moves through the process.

\*\*\*After Krystal exited the room, the Director's evaluation was completed by all trustees. Bob DeVillez gathered all the evaluations and will compile the data to complete the process.

Motion to adjourn at 6:42pm by Stephanie Susie with a second by Janet Jones.  
Respectfully submitted by Trustee Leah Denise Drue, Secretary.