

Princeton Public Library  
Regular Meeting of the Board of Trustees  
July 19, 2023  
Matson Meeting Room

President Tony Bonucci convened the meeting at 7:03 p.m. Roll call attendance:

	<b>Present</b>
Tony Bonucci	X
Jan English	X
Drew Russell	
Carolyn Schafer	
Lauren Smith	X
Lani Swinford	X
Jerry Thompson	X

Also in attendance: Library Director Julie Wayland, Recording Secretary Marcie Jagers, Friends of the Library President Karen Towns

2. Agenda Adoption. Tony announced an addition to tonight's agenda under Unfinished Business to discuss furniture reupholstery.

3. Public Participation

4. Minutes of the June 21, 2023, regular meeting were approved with no changes.

5. Treasurer's Report

Tony asked if anyone had questions. Julie noted the profit and loss detail is now included in the report. Lani asked if the font size could possibly be increased. Discussion ensued.

**6. MOTION 23-021** Jan made a motion to approve payment of bills for June 30 in the amount of \$5,744.16 and July 15 in the amount of \$11,733.69 for a grand total of \$17,477.85. Jerry seconded the motion, roll call vote:

	<b>Yes</b>	<b>No</b>	<b>Abstain</b>
Tony Bonucci	X		
Jan English	X		
Drew Russell			
Carolyn Schafer			
Lauren Smith	X		

Lani Swinford	X		
Jerry Thompson	X		

Last year at this time, the bill payments were around \$21,352 more. Julie noted in June of last year we replaced the fire alarm system (\$5,500), and in July we installed the local history room fire suppression system (\$17,569).

## 7. President's Report

Tony thanked everyone for their ideas for potential new board members. Discussion ensued.

## 8. Committee Reports.

### Building and Grounds.

- Jan reported on the choices made for fabric to reupholster a love seat in the youth services area. The quote from Ladd Upholstery totals \$1,436.55. Julie shared sample fabric pieces. Discussion ensued.
- Julie said the semi-annual inspection of the fire protection system has happened.
- The emergency light has been moved and that area of the wall will be repainted soon in preparation for the new donor wall.

Policy. They communicated via email regarding the updates to Patron Policy.

## 9. Director's Report. Julie reviewed her report with the following notes or additions:

- Julie picked up a new but slightly damaged podium for free from the Prospect Heights Library. Julie has ordered a PPL logo to be attached to the front of the podium. It will be used in the Matson Meeting Room.
- Laurie will be retiring on July 31<sup>st</sup>. There will be refreshments at the library that day.
- There will be refreshments on August 1<sup>st</sup> to celebrate the 16<sup>th</sup> anniversary of our new library building.
- Julie is working on interviews for two new staff members.
- Julie is on vacation August 16-22.

## 10. Staff and Administration Report

Any questions or comments? Jan asked how summer reading numbers compare to last year. Julie noted numbers are up for both youth and adults.

Julie reported that that every staff member will take a month to be responsible for choosing the Monday Night Movie selections.

## 11. Unfinished Business

Patron Policy Manual. Julie said two items were added: the ALA statement as presented by the state and service animals in the library. Julie emailed the updated policy to the board for feedback. **MOTION 23-022** Lani made a motion to approve additions to the Patron Policy as presented. Jan seconded the motion, roll call vote:

	Yes	No	Abstain
Tony Bonucci	X		
Jan English	X		
Drew Russell			
Carolyn Schafer			
Lauren Smith	X		
Lani Swinford	X		
Jerry Thompson	X		

**MOTION 23-023** Lauren made a motion to approve the expenditure of \$1,436.55, to reupholster the love seat in the youth services area. Jerry seconded the motion, roll call vote:

	Yes	No	Abstain
Tony Bonucci	X		
Jan English	X		
Drew Russell			
Carolyn Schafer			
Lauren Smith	X		
Lani Swinford	X		
Jerry Thompson	X		

Jan will get in touch with Gary tomorrow so that he can order the fabric.

#### 12. New Business.

Homestead Festival. Julie noted the last number of years we've closed on the Saturday of Homestead Festival due to lack of attendance. Discussion ensued. The board agreed with closing on the Saturday of Homestead.

#### 13. Items for Next Agenda

Please let Julie know of any items for the next agenda.

#### 14. Announcements

- We will not meet in August. The next meeting is September 20<sup>th</sup>.
- There will be a card on Julie's desk for Mike Bettasso. Please find the time to stop by and sign the card.

Karen reported for the Friends of the Library.

- The book sale is happening tomorrow from 10-6 and Friday from 10-5.
- Their board will meet on July 31<sup>st</sup>.

Tony asked the board to provide any additional names for potential new board members.

**MOTION 23-024** Lani made a motion to adjourn the regular meeting. Lauren seconded the motion, motion carried. The meeting was adjourned at 7:37 p.m.

Respectfully submitted,  
Marcie Jagers, Recording Secretary

\_\_\_\_\_ Minutes approved as read.

\_\_\_\_\_ Minutes approved as amended.

\_\_\_\_\_ Tony Bonucci, President