

Dunlap Public Library District

Board Meeting

March 24, 2025

1. Call to Order/Roll Call

- a. President J. Emanuels called the Dunlap Public Library District Board of Trustees meeting to order at 6:00 PM in the meeting room of the Dunlap Public Library.
- b. Roll Call:
 - i. Members Present: J. Emanuels, M. Nelson (in attendance until 7:00 PM), R. Holohan, C. Cruz, B. Windsor, and S. DelVecchio
 - ii. Virtual Members: None
 - iii. Absent Members: G. McCullough
- c. Present Also: Director L. Keyes
- d. Guest(s) Present: Jessica Gingerevans (Dunlap Friends of the Library), Brad Guidi, Rick Christian, Brenda Christian, Xavier Gingerevans, Merce Baldwin, Tina Murphy, Amy Edgar, Kelly Kerckhove, Melissa Weyeneth, Windy Leubbers, Celest Restrepo, Roger Nelson, Sandra Neville, and Joshua Ricca
- e. Guest(s) Virtual: Jana Maxwell and patron (who did not identify themselves beyond this)

2. Public Comment

- a. Brenda Christian – spoke in support of the work of the library
- b. Rick Christian - spoke in support of the work of the library
- c. Jessica Gingerevans - spoke in support of the work of the library

3. Consent Agenda

- a. Departmental Reports
- ~~b. Approval of 24 February 2025 Minutes~~
- c. S. DelVecchio made a motion to pull 24 February 2025 Minutes off the consent agenda. C. Cruz seconded the motion. The motion passed.
- d. S. DelVecchio made a motion to enter the Consent Agenda into the record. M. Nelson seconded the motion. The motion passed.
- e. Suggested edits for 24 February 2025 Minute are to include the discussion on the last two bullets of the Ethics Statement regarding the management responsibilities and the support of the efforts of librarians in resisting censorship of library materials in Section 8.b

- f. S. DelVecchio made a motion to update the 24 February 2025 Minutes as discussed and approve them. R. Holohan seconded the motion. The motion passed.

4. Friends of the Library Report

- a. Jessica Gingerevans made a report to the Board.
- b. Mini-golf fundraiser was a big success! They are projecting a net profit of \$1300. Thank you to everyone who came out and supported the Friends either as a player or a volunteer!
- c. The Friends are holding elections for three board seats at their April 10th General Membership Meeting. A Nominating Committee Chairperson has been appointed. Applications will be accepted through March.
- d. Tom Custis has officially taken over as Treasurer.
- e. The Friends have received this year's wishlist from Library Staff and will be voting on their next round of donations to the library at the April 10th General Membership Meeting.

5. Finances

- a. Treasurer's Report submitted by R. Holohan regarding the February 28, 2025 accounting reports:
 - i. DPLD Balance Sheet
Total assets of \$3,134,644.68 are held in Insured Cash Sweep (ICS) accounts at Better Banks. All DPLD investments are FDIC-insured. A year ago our assets were \$3,016,684.17.
 - ii. Reviewed DPLD FY 2025 year-to-date results vs. budget.
- b. Consideration of Financial Matters

6. Director's Report

- a. Administration
 - i. Comments on Referendum
 - ii. Library cards for those experiencing homelessness
 - iii. Closed Minutes Record spreadsheet
 - iv. Submitted Audit information to Chase Bank
 - v. Illinois Digital Equity Capacity Grant Application (\$69,619.18) submitted
 - 1. Officially partnering with Lillie M. Evans Library District, Chillicothe Public Library District, and Brimfield Public Library District

- vi. Attended various training/meetings (C-2)
- b. Community (A-2)
 - i. Hosted Rural Library Directors Meeting at Wheels O Time Museum
 - ii. Set up inaugural Friends Mini-Golf Fundraiser
 - iii. Hosted Pathways High School student
 - iv. Attended Peoria Women's Club event
 - v. Attended Goodwill Neurodiversity Program Launch
- c. Facilities, etc. (B-2) - Windows leaking on east and south side of building
- d. Personnel (C-2)
- e. RAILS / RSA / State Library

7. New Business

- a. Safe Child Policy
 - i. J. Emanuels chose to table the edits to the Safe Child Policy until the April meeting.
 - ii. L. Keyes discussed the upcoming changes that we will discuss in more detail in April.
- b. Hotspot Lending Policy
 - i. L. Keyes presented the policy to the Board for review.
 - ii. The Board discussed the policy and L. Keyes explained the changes.
 - iii. M. Nelson made a motion to approve the Hotspot Lending Policy as presented. S. DelVecchio seconded the motion. The motion passed.
- c. Indemnification and Insurance Policy
 - i. L. Keyes presented the policy to the Board for review.
 - ii. The Board discussed the policy and L. Keyes explained the changes.
 - iii. M. Nelson made a motion to approve the Indemnification and Insurance Policy as presented. C. Cruz seconded the motion. The motion passed.

8. Unfinished Business

- a. Energy Providers – No action needed until 2026.
- b. Cybersecurity Insurance – Follow up, with additional information from our broker, is needed.

9. Announcements

- a. Next Regular Board Meeting: April 28, 2025, at 6:00 PM

10. Adjournment

- a. S. DelVecchio made a motion to adjourn the meeting. R. Holohan seconded the motion.
The motion passed. The meeting adjourned at 7:13 PM.

Respectfully submitted by Stacey DelVecchio, Secretary