



Lyons Public Library

**Lyons Public Library
Board of Trustees Meeting
December 12, 2023**

Present: Joan Wallis, Gary Bennett, Leslie Shaw, Marianne Stephan, Joe O'Toole, Scott Bailey and Chantel Bostic-Bullock. Matt Owen was excused.

Motion/minutes: Marianne Stephan moved to accept the November minutes. Leslie Shaw seconded. Carried.

Motion/bills: Chantel Bostic-Bullock moved to accept the November bills. Marianne Stephan seconded. Carried.

Financial Report: There were no questions regarding the financial reports from Sharon Arthur.

Director's Report: Coons Services replaced stained ceiling tiles and made several plumbing repairs. Staff is taking mandatory harassment prevention training. The Friends raised over \$500 at their holiday sale. In November the library held 54 programs with 340 participants.

Exempt Salary Adjustment: The board would like time sheets for all staff available at its monthly meetings.

The board went into Executive Session at 6:47 p.m. and reconvened at 7:11 p.m. The issue will be addressed at the January meeting.

Staff Update: Cathy Emmel resigned her position.

Strategic Plan/Master Plan: The three goals of the Strategic Plan are:

- Optimize the Patron Experience
- Develop a Sustainable and Controlled Operating Environment
- Continue to Improve the Library Facility

At the January meeting, the board will ask the Joe what he wants to plan for building improvement over the next 5 years.

Building Lights: The timers on the Broad St. sign and entrance lights need readjustment. The outside building lights on the parking lot entrance also need to be repaired or replaced. Joe will call Brandon Coons to speak with Scott about what needs fixing.

The meeting was adjourned at 7:42 p.m. The next scheduled meeting will be on January 9, 2024, at 6:30 p.m. in the library.

Respectfully submitted,
Joan Wallis