

*Agenda Item #4 (a)*

**Library Board of Trustees  
Minutes of Meeting  
Meeting Room • Douglass Branch Library • 504 E. Grove Street • Champaign  
September 20, 2023**

1. The meeting was called to order at 5:30 p.m. by President Blakeman.
2. Members present: Katie Blakeman, Maryka Baraka, Trisha Crowley, Michael La Due, Charles Lansford, Rajeev Malik, and Chaya Sandler

Members absent: Michael Foellmer and Minnie Pearson

Library staff present: Brittany Millington, Jill Bouvet, Tricia Duzan, Essie Harris, Debbie Keith, Jordan Neal, Amanda Raklovits, Michael Rogalla, Evelyn Shapiro, Brandon Stokes, and Jennifer Sutton

Visitors present: None

3. Approve the Agenda:
  - MOTION by Malik to approve the agenda as presented; seconded by Lansford. All: Aye.
  - There were no public comments.
4. Approve the Minutes:
  - a. Closed Session Minutes, April 19, 2023
  - b. Regular Meeting Minutes, August 16, 2023
    - MOTION by Crowley to approve the closed session minutes for April 19, 2023 and the regular meeting minutes of August 16, 2023 as presented; seconded by La Due. All: Aye.
    - There were no public comments.
5. Director's Report:
  - Millington announced that staff members Jordan Neal, Adult Services Manager, and Danté Scott, Library Assistant I at Douglass Branch, were named recipients of the "Forty under 40" award for 2023.

- Millington stated the next author in the Great Author series to visit is Brendan Slocomb on Thursday, October 12.
- The Studio Open House will be on October 7 and 8. Tours will be offered every hour and there will be demonstrations and giveaways. The following week teens will be in the space.
- a. The Studio Project Update
  - Millington reported that The Studio project close out will continue due to some items being backordered.
- b. Douglass Branch Library Update (Amanda Raklovits, Children's Librarian):
  - Raklovits gave an overview of the programs held at Douglass Branch.
- 6. 2024 Holiday and Closing Schedule:
  - There were no public comments.
  - MOTION by Crowley to approve the 2024 Holiday and Closing Schedule as presented; seconded by Malik. All: Aye.
- 7. Financial Reports:
  - a. Approve Summary of Checks and Check Register for August 2023:
    - MOTION by Malik to file the check summary and check register for August 2023 as presented; seconded by La Due. All: Aye.
  - b. FY2023-2024 Financial Statements:
    - MOTION by Lansford to accept the August 2023 financials as presented; seconded by Malik. All: Aye.
    - There were no public comments.
- 8. Committee and Liaison Reports:
  - a. Champaign Public Library Foundation:
    - The operating fund was reviewed and accepted. The budget for FY24 was reviewed and approved.
  - b. City Council:
    - No report.

c. Friends of the Champaign Public Library:

- Millington reported that the Friends are doing well with sales up 8% for the year to date. For October, 50% off all items is offered in the bookshop in celebration of opening The Studio.
- The Friends approved a request to fund a lobby installation for next year.

9. Comments from the Audience:

- None

10. Comments from the Board:

- None

11. Next Meetings or Events:

- Regular Meeting, October 18, 2023, 5:30 p.m., Burnham 3<sup>rd</sup> Floor Conf. Room, Main Library
- Regular Meeting, November 15, 2023, 5:30 p.m., Burnham 3<sup>rd</sup> Floor Conf. Room, Main Library
- December, 2023 – No meeting
- Regular Meeting, January 17, 2024, 5:30 p.m., Burnham 3<sup>rd</sup> Floor Conf. Room, Main Library

12. Adjournment:

- MOTION by Sandler to adjourn at 5:50 pm; seconded by Malik. All: Aye.

Respectfully submitted,

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Katie Blakeman, President

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Michael La Due, Secretary

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Jill Bouvet, Recorder