



Robert R. Jones Public Library Board of Directors
900 W 1st Street Coal Valley-Board Room

Date	June 26, 2025
Type of Meeting	Regular Session
Call to Order	6:31pm by Nick Hanna
Board Members Present	Nick Hanna (President) Laina Cross-Harris (Vice President) Dianna Saelens (Secretary) Tish Jackson (Treasurer) Bonnie Lawhorn (Trustee) Janene Finley (Trustee)
Board Members Absent	None
Library Staff Members Present	Victoria Blackmer (Director)
Others Present	Pubali Kundu-Trustee Candidate Angela Moody-Trustee Candidate
Board Candidate Interviews & Discussion	
- Punali Kundu & Angela Moody Interviewed. - Both candidates scored high in all areas of consideration.	
Public Comment	
N/A	
Executive Report (President)	
N/A	
Approval Of Prior Meeting Minutes (Secretary)	
Approval of the minutes from the May 22nd, 2025, meeting <i>Motion to accept the Prior Meeting Minutes -Tish, Second-Bonnie, Vote-All Ayes.</i>	
Financial Report (Treasurer)	
- The May financial report was reviewed. - Still in the process of getting grant funds appropriately realigned. - Ground maintenance is at \$0; this needs to be looked into. <i>Action: Motion to accept financial report- Janene, Second- Laina, Vote- All Ayes.</i>	
Director's Report	
- The final report layout was reviewed. Circulation & Programming were added. - Kindergarten & 4th grade had May field trips, resulting in a higher number of cards being issued. - Approximately 500 children & adults are participating in Summer Reading programming.	
Committee Reports	
Finance Committee (Tish Jackson) - After reviewing with Carpentier, Mitchell, & Goddard \$70,252 of special fund/savings is available as reserves for building repairs and special circumstances.	

○ Placing the funds into a CD to collect interest will be looked at. ● Employee Committee (Dianna Saelens) ○ No Report ● Programming Committee (Bonnie Lawhorn) ○ No Report ● Building Committee (Laina Cross-Harris) ○ No Report.
Old Business
● None
New Business
● Trustee Approval ○ June 30th, Laina Cross-Harris resigned from the Board. Nick approved the resignation. ○ On June 30th, the Board's approval was requested via email to accept both Pubali and Angela to the board. Email Vote-All Ayes. ● Victoria made the request to have the library be closed on September 26, 2025 so all staff can attend the Prairie Cat PUG Day Conference. (This PD day was previously approved on the list of closures, but the exact date of the conference was unknown at the time.) <i>Motion to close the library on 9/26/25 for a Professional Development Day-Bonnie, Second- Tish, Vote- All Ayes.</i> ● Meeting Dates for FY26 were reviewed: ○ July 24, 2025 ○ August-No Meeting ○ September 18, 2025 ○ October 23, 2025 ○ November 20, 2025 ○ December-No Meeting ○ January 22, 2026 ○ February 26, 2026 ○ March 26, 2026 ○ April 23, 2026 ○ May 28-2026 ○ June 25, 2026 <i>Motion to approve the meeting dates-Janene, Seconded-Laina, Vote-All Ayes</i> ● Parental Leave Policy ○ The library previously did not have a parental/maternity leave policy in place. ○ Feedback was received from other libraries across the state on their policies. ○ Draft policy was reviewed. <i>Motion to approve parental leave policy with 6 weeks of paid leave for library staff-Janene, Seconded-Laina, Vote-All Ayes.</i>
Executive/Closed Session
<i>Action: Motion to end Open session and move to Executive/Closed session to discuss the library director's performance plan.</i> <i>Motion-Janene Seconded-Tish Vote-All Ayes</i> Time Executive/Closed Session Began: 8:07 <i>Action: Motion to end Executive Closed session and return to Open Session.</i>

<i>Motion-Bonnie Seconded-Laina Vote-All Ayes</i>
Time Executive/Closed Session Ended: 8:27
New Business-Continued
- Approval of FY26 Employee Salary Adjustments - Phase 1 of a 3-year salary adjustment plan - Market Benchmarking & Compensation Structure Development Project has only been shared with the Employee Committee. <i>Motion to approve the FY 26 Employee Compensation Recommendations-Laina, Second-Tish, Vote-4 in favor, 1 against. Motion passed.</i> - Approval of the FY 26 Proposed Budget "Miscellaneous" line item will be removed from the projected income section to ensure the income projections reflect only consistent and identifiable revenue sources. <i>Motion to approve the proposed FY26 Budget-Bonnie, Second-Tish, Vote:</i> <i>Janene-Yes</i> <i>Bonnie-Yes</i> <i>Tish-Yes</i> <i>Dianna-Yes</i> <i>Laina-Yes</i> - The library will have a tent at Coal Valley's Boom Bash on July 5th, 5:00-7:00. Dianna, Bonnie, and possibly Laina will assist.
Adjournment
<i>Motion for Adjournment-Tish, Second-Dianna</i> 8:43
Next Meeting
Regular Meeting-July 24, 2025 @ 6:30pm
Action Items
- Provide Board Orientation to Pubali & Angela. - Bonnie & Janene still need OMA training. - Look into Ground Maintenance line item. - Boom Bash July 5th. - Victoria will send out Parental Leave Policy with 6 week wording. - Victoria will send out FY26 Budget with the removal of the "Miscellaneous" line item.

Minutes Submitted By: Dianna Saelens