



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

Date	July 24, 2025
Type of Meeting	Regular Session
Call to Order	6:31pm by Nick Hanna
Board Members Present	Nick Hanna (President) Dianna Saelens (Secretary) Tish Jackson (Treasurer) Bonnie Lawhorn (Trustee) Janene Finley (Trustee) Angela Moody (Trustee)
Board Members Absent	None
Library Staff Members Present	Victoria Blackmer (Director)
Oath of Office for Newly Appointed Trustee	
<ul style="list-style-type: none"> Angela Moody sworn in. 	
Public Comment	
<ul style="list-style-type: none"> N/A 	
Executive Report (President)	
<ul style="list-style-type: none"> Discussion of agenda items will now be limited to 2 minutes. If you disagree with the agenda item, vote against. We will be adding a fundraising committee. 	
Approval Of Prior Meeting Minutes (Secretary)	
<ul style="list-style-type: none"> Approval of the minutes from the June 26, 2025, meeting <i>Motion to accept the Prior Meeting Minutes -Bonnie, Second-Angela, Vote-All Ayes.</i> E-Voting practices need to be added to the Board Bylaws. 	
Financial Report (Treasurer)	
<ul style="list-style-type: none"> The June financial report was reviewed. <i>Action: Motion to accept financial report-Tish, Second-Janene, Vote- All Ayes.</i> Tish is trying to set up a meeting with Joanne and Jay from Carpentier, Mitchell & Goddard to discuss the timeliness of fiscal reports. 	
Director's Report	
<ul style="list-style-type: none"> Circulation & programming numbers for June 2025 were reviewed. 	
Committee Reports	
<ul style="list-style-type: none"> Finance Committee (Tish Jackson) <ul style="list-style-type: none"> Discussions are being held with Carpentier, Mitchell & Goddard, and Black Hawk State Bank about the ability to invest Reserve Funds in a CD. Employee Committee (Nick Hanna) <ul style="list-style-type: none"> No Report 	

<ul style="list-style-type: none"> • Programming Committee (Bonnie Lawhorn) <ul style="list-style-type: none"> ○ No Report • Building Committee (Nick Hanna) <ul style="list-style-type: none"> ○ No Report.
Old Business
<ul style="list-style-type: none"> • None
New Business
<ul style="list-style-type: none"> • FY 26 Committee Assignments (Assigned by Board President) <ul style="list-style-type: none"> ○ Programming Committee <ul style="list-style-type: none"> ▪ Chair: Bonnie Lawhorn ▪ Member: Dianna Saelens ○ Employee Committee <ul style="list-style-type: none"> ▪ Chair: Janene Finley ▪ Members: Tish Jackson & Angela Moody ○ Finance Committee <ul style="list-style-type: none"> ▪ Chair: Tish Jackson ▪ Members: Janene Finley & Angela Moody ○ Building Committee <ul style="list-style-type: none"> ▪ Chair: Dianna Saelens ▪ Member: Bonnie Lawhorn ○ Fundraising Committee <ul style="list-style-type: none"> ▪ Members: Bonnie Lawhorn, Angela Moody, & Tish Jackson ○ Nick Hanna & Victoria Blackmer are Ex Officio members of all committees. • Appointment of new Vice President <ul style="list-style-type: none"> ○ Janene Finley volunteered ○ <i>Motion to approve Janene Finley as Vice President-Tish, Second-Angela</i> ○ <i>Roll Call Vote:</i> <ul style="list-style-type: none"> ▪ Dianna-Yes ▪ Tish-Yes ▪ Bonnie-Yes ▪ Angela-Yes ○ <i>Motion passed</i> • Approval of Extended Medical Leave Policy <ul style="list-style-type: none"> ○ The library previously did not have an extended medical leave policy in place. ○ Draft policy was reviewed. ○ <i>Motion to approve the medical leave policy-Janene, Second-Bonnie, Vote-All Ayes.</i> • Approval of updated Bereavement Policy <ul style="list-style-type: none"> ○ Revisions reviewed ○ <i>Motion to approve the revised Bereavement policy-Angela, Second-Janene, Vote-All Ayes</i> • Approval of Anti-Sexual Harassment & Patron Behavior Policies <ul style="list-style-type: none"> ○ Discussion to combine policies into one Harassment policy. ○ <i>Vote tabled</i>
Adjournment
<i>Motion for Adjournment-Dianna, Second-Tish</i>
7:15
Next Meeting
Regular Meeting-September 18, 2025 @ 6:30pm

Action Items
<ul style="list-style-type: none">• Meeting with Carpentier, Mitchell & Goddard about financial reports.• Meeting with Carpentier, Mitchell & Goddard and Black Hawk State Bank about the ability to create a reserves CD.• Revise Harassment Policy.

Minutes Submitted By: Dianna Saelens