

UNIVERSITY PARK PUBLIC LIBRARY DISTRICT
Board of Trustees
Regular Meeting Minutes of Tuesday, February 18, 2025

CALL TO ORDER ROLL CALL

President Young called the meeting to order at 7:15 p.m. Members of the Board present: Trustee Ruby Giddings, Phyllis M. Saunders, Trustee Deborah Stroud, Trustee Jewell Thompson, Trustee Debra Taylor, Trustee James W. Young. Also present, Library Director, Tracy Ducksworth.

APPROVAL OF THE CONSENT AGENDA:

It was moved by Trustee Saunders to approve the agenda. Trustee Thompson seconded. Motion carried by voice vote. Ayes: 6, Nays: 0, Abs: 0.

APPROVAL OF MINUTES:

It was moved by Trustee Stroud to amend the minutes of Tuesday, November 19, 2024 to record Trustee Saunders and Trustee Taylor as present and to approve accordingly. Trustee Giddings seconded. Motion carried by voice vote, Ayes: 6, Nays: 0, Abs: 0

It was moved by Trustee Taylor to amend the regular minutes of Tuesday, November 19, 2024 to record Trustee Saunders and Trustee Taylor as present and to approve accordingly. Trustee Saunders seconded. Motion carried by voice vote, Ayes: 6, Nays: 0, Abs: 0

It was moved by Trustee Thompson to approve public hearing minutes of Tuesday, August 20, 2024. Trustee Giddings seconded. Motion carried by voice vote, Ayes: 6, Nays: 0, Abs: 0

It was moved by Trustee Thompson to approve regular meeting minutes of Tuesday, August 20, 2024. Trustee Giddings seconded. Motion carried by voice vote, Ayes: 6, Nays: 0, Abs: 0

CORRESPONDENCE: None

FINANCIAL REPORTS:

It was moved by Trustee Thompson to accept the Treasurer's reports of November, December 2024 and January 2025. Trustee Saunders seconded. Motion carried by roll call. Ayes: Trustee Ruby Giddings, Phyllis M. Saunders, Trustee Deborah Stroud, Trustee Jewell Thompson, Trustee Debra Taylor, Trustee James W. Young, Abs: 0

It was moved by Trustee Stroud to accept the accounts payables list for December 2024 in the amount of \$15,753.28. Trustee Taylor seconded. Motion carried by roll call. Ayes: Trustee Ruby Giddings, Phyllis M. Saunders, Trustee Deborah Stroud, Trustee Jewell Thompson, Trustee Debra Taylor, Trustee James W. Young, Abs: 0

It was moved by Trustee Thompson to accept the accounts payables list for January 2025 in the amount of \$17,158.01. Trustee Giddings seconded. Motion carried by roll call. Ayes: Trustee Ruby Giddings, Phyllis M. Saunders, Trustee Deborah Stroud, Trustee Jewell Thompson, Trustee Debra Taylor, Trustee James W. Young, Abs: 0

It was moved by Trustee Taylor to accept the accounts payables list for February 2025 in the amount of \$29,579.32. Trustee Stroud seconded. Motion carried by roll call. Ayes: Trustee Ruby Giddings, Phyllis M. Saunders, Trustee Deborah Stroud, Trustee Jewell Thompson, Trustee Debra Taylor, Trustee James W. Young, Abs: 0

It was moved by Trustee Thompson to transfer \$20,000 from Old Second Money Market to Old Second General Checking for February accounts payable and two payrolls. Trustee Saunders seconded. Ayes: Trustee Phyllis M. Saunders, Trustee Deborah Stroud, Trustee Jewell Thompson, Trustee Debra Taylor, Trustee James W. Young, Nays: 0, Abs: 0.

PUBLIC COMMENT:

REPORT OF ADMINISTRATION:

Director Ducksworth reported on the following:

- Library trustees and Director attended services for Trustee Bettie Wayne. A funeral spray and a resolution was presented to the family. Two books were purchased in honor of Trustee Wayne and highlighted in the UPPL Spring 2025 newsletter.
- The library is finalizing the Audit for FY2023-2024.
- University Park Public Library had a vendor table at the Black History Success and Empowerment Expo held at the Town Center on Saturday, February 15, 2025. The library gave out black history cards, beautiful black history information tote, and information on how to get a library card.
- Library is an early voting site. It will begin Monday, March 17, 2025 and runs for two weeks.
- Newsletter was mailed out to community and Spring programming has begun.

OLD BUSINESS

Generators: Dan Eallonardo from Independent Construction Services will provide a report on Generators for next board meeting.

NEW BUSINESS

It was moved by Trustee Giddings to approve the Per Capita Grant Application FY2025. Trustee Thompson seconded. Motion carried by voice vote, Ayes: 6, Nays: 0, Abs: 0
Board Meeting Ordinance FY2025 was tabled for March 2025 board meeting.
Trustee Vacancy: There is an open seat on the board with the passing of Trustee Bettie Wayne. The matter will be addressed after the April 1, Consolidated Election.

Business, for announcement, deliberation and/or discussion only, no other action to be taken.

ADJOURNMENT: It was moved by Trustee Stroud to adjourn the meeting at 8:26 p.m. Trustee Thompson seconded. Motion carried by voice vote. Ayes: 6, Nays: 0, Abs: 0.

Respectfully submitted

T. Ducksworth
Executive Director

UNIVERSITY PARK PUBLIC LIBRARY DISTRICT
Board of Trustees
Regular Meeting Minutes of Tuesday, March 18, 2025

CALL TO ORDER ROLL CALL

President Young called the meeting to order at 7:08 p.m. Members of the Board present: Trustee Ruby Giddings, Phyllis M. Saunders, Trustee Deborah Stroud, Trustee Jewell Thompson, Trustee Debra Taylor, Trustee James W. Young. Also present, Library Director, Tracy Ducksworth.

APPROVAL OF THE CONSENT AGENDA:

It was moved by Trustee Thompson to approve the agenda. Trustee Taylor seconded. Motion carried by voice vote. Ayes: 6, Nays: 0, Abs: 0.

APPROVAL OF MINUTES:

It was moved by Trustee Saunders to approve the minutes of Tuesday, March 18, 2025. Trustee Giddings seconded. Motion carried by voice vote, Ayes: 6, Nays: 0, Abs: 0

CORRESPONDENCE: A thank you card was received from Sharon Williams for flowers and card given in memory of her daughter, as well as a letter from Karen Brooks expressing interest in Trustee position.

FINANCIAL REPORTS:

It was moved by Trustee Saunders to accept the Treasurer's reports for February 2025. Trustee Taylor seconded. Motion carried by roll call. Ayes: Trustee Ruby Giddings, Phyllis M. Saunders, Trustee Deborah Stroud, Trustee Jewell Thompson, Trustee Debra Taylor, Trustee James W. Young, Abs: 0

It was moved by Trustee Saunders to accept the accounts payables list for March 2025 in the amount of \$22,155.16. Trustee Stroud seconded. Motion carried by roll call. Ayes: Trustee Ruby Giddings, Phyllis M. Saunders, Trustee Deborah Stroud, Trustee Jewell Thompson, Trustee Debra Taylor, Trustee James W. Young, Abs: 0

It was moved by Trustee Saunders to transfer \$60,000 from Old Second Money Market to Old Second General Checking for accounts payable and two payrolls. Trustee Thompson seconded. Ayes: Trustee Ruby Giddings, Trustee Phyllis M. Saunders, Trustee Deborah Stroud, Trustee Jewell Thompson, Trustee Debra Taylor, Trustee James W. Young Nays 0, Abs: 0.

PUBLIC COMMENT:

REPORT OF ADMINISTRATION:

Trustee Young announced Alpha Phi Alpha would meet at the library to conduct interviews for their annual scholarship on Sat., April 26, 2025.

Director Ducksworth shared upcoming library programs and spring events.

OLD BUSINESS

It was moved by Trustee Saunders to approve the Board Meeting Ordinance FY 2025. Trustee Thompson seconded. Motion carried by voice vote. Ayes: 6, Nays: 0, Abs: 0.

NEW BUSINESS

It was moved by Trustee Saunders to move into Executive session to discuss evaluation for Director Ducksworth. Trustee Thompson seconded. Motion carried by voice vote. Ayes: 6, Nays: 0, Abs: 0.

It was moved by Trustee Thompson to close Executive session. Trustee Stroud seconded. Motion carried by voice vote. Ayes: 6, Nays: 0, Abs: 0.