

**Roxana Public Library District  
Board of Trustees Minutes  
October 3, 2023**

The regular meeting of the Roxana Public Library was called to order by President Diane Herndon, at 5:30 PM at 200 North Central Avenue Roxana, IL 62084.

**Members Present:**

Present: Lynn Hatfield, Diane Herndon, Lindsey Jensen, Vickie Johnson, Bethany Martin, Cecily Meador

Members Absent: Megan Palme

Library Director: Jamie Wells

President Diane Herndon swore in appointed board member Lynn Hatfield.

Herndon/Johnson moved to approve the regular September 2023 board meeting minutes and September special meeting minutes.

**CARRIED**

**FINANCIAL:**

The board reviewed the financial reports.

Martin/Johnson moved to pay the unpaid bills.

**CARRIED**

**BUILDING AND GROUNDS:**

The board discussed the potential construction of a new program space.

Johnson/Meador moved with renting an AED from Cintas for a monthly fee.

**CARRIED**

**POLICY AND PROCEDURES:**

The board reviewed requirements for the Illinois Per Capita Grant.

Johnson/Martin moved to approve a Whistle Blower Policy.

**CARRIED**

**DIRECTOR'S REPORT:**

Director Wells presented the door count numbers.

Director Wells discussed upcoming library programs and the addition of several new programs.

Director Wells discussed the upcoming Solar Eclipse Party.

The December Board Meeting is rescheduled to December 12, 2023.

**OLD BUSINESS:**

**NEW BUSINESS:**

The meeting was adjourned at 6:10 P.M. The next regular meeting will be held November 7, 2023, at 5:30 P.M.

Respectfully Submitted,  
Vickie Johnson Secretary/Treasurer