

## MEETING MINUTES FOR THE DIXON PUBLIC LIBRARY BOARD OF TRUSTEES

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**Monday March 10, 2025**

**In attendance:** Rachel Cocar, Nikki Graff, Nick Haws, Marcella Kitson, Tracey Lawton, and Kevin Marx

**Absent:** Terry Dunphy, Piper Grazulis, and Connor Self

**Meeting Location:** TAD Room, Lower-Level Dixon Public Library

### **CALL TO ORDER**

President Marx called the meeting to order at 5:30pm.

### **ROLL CALL**

### **AUDIENCE PARTICIPATION**

**Citizens Present:** None

**Citizens' Comments:** None

**APPROVAL OF MINUTES:** Approval of minutes of the February 3, 2025 special meeting.

Nick Haws made a motion to approve the minutes from the February 3, 2025 special meeting as presented. Tracey Lawton seconded the motion. A voice vote was taken. There were 5 aye votes, 0 no votes, and 1 abstention. The motion was carried.

Nick Haws made a motion to approve the minutes of the Finance Committee Meeting on February 25, 2025 as presented. Tracey Lawton seconded the motion. A voice vote was taken. There were 5 ayes votes, 0 no votes, and 1 abstention. The motion was carried.

**COMMUNICATIONS** – None

**BOARD PRESIDENT'S REPORT** – President Marx discussed the importance of the review of director position applications.

**DIRECTOR'S REPORT** – None

### **FINANCIAL REPORTS**

Treasurer's Report January 2025

Review of Bills January 2025

Approval of Financial Statements January 2025

Rachel Cocar made a motion to accept the Treasurer's Report, Review of Bills, and Financial Report for January 2025. Nikki Graff seconded the motion. A roll call vote was taken:

Rachel Cocar: aye

Nikki Graff: aye

Nick Haws: aye

Marcella Kitson: aye

Tracey Lawton: aye

Kevin Marx: aye

The motion was carried.

Treasurer's Report February 2025

Review of Bills February 2025

Approval of Financial Statements February 2025

Rachel Cocar made a motion to accept the Treasurer's Report, Review of Bills, and Financial Report for February 2025. Nikki Graff seconded the motion. A roll call vote was taken:

Rachel Cocar: aye

Nikki Graff: aye

Nick Haws: aye

Marcella Kitson: aye

Tracey Lawton: aye

Kevin Marx: aye

The motion was carried.

## **STANDING COMMITTEE REPORTS**

- ❖ **Finance and Budget:** Presentation, review and possible approval DPL Budget for FY 2026

Marcella Kitson made a motion to approve the proposed DPL Budget for FY 2026. Nick Haws seconded the motion. A roll call vote was taken:

Rachel Cocar: aye

Nikki Graff: aye

Nick Haws: aye

Marcella Kitson: aye

Tracey Lawton: aye

Kevin Marx: aye

The motion was carried.

- ❖ **Building and Grounds:** None
- ❖ **Personnel and Salary:** Will discuss director search process in executive session
- ❖ **By-laws, Policies, and Procedures:** None
- ❖ **Technology and Technology Resources:** None

#### **EXECUTIVE SESSION**

At 6:11pm, Rachel Cocar a motion that the Regular Board of Trustees Meeting of Monday, March 10, 2025, meet in Executive Session to consider the appointment, employment, compensation, discipline, performance or dismissal of specific employees pursuant to Section 2(c)(1) of the Open Meetings Act. Marcella Kitson seconded the motion. A roll call vote was taken.

Rachel Cocar: aye

Nikki Graff: aye

Nick Haws: aye

Marcella Kitson: aye

Tracey Lawton: aye

Kevin Marx: aye

The motion was carried.

At 7:21pm the board returned to open session.

**REGULAR CALENDAR BUSINESS** – None

#### **UNFINISHED BUSINESS**

- a. Interim Management Plan – Mary will return from medical leave next week.

b. Lower Level Remodeling Project – no new updates

**NEW BUSINESS**

**OTHER BUSINESS –**

**ANNOUNCEMENTS** – Next Meeting: Monday April 14, 2025

**ADJOURNMENT**

At 7:22pm Tracey Lawton made a motion to adjourn the meeting. Nick Haws seconded the motion. At 7:22pm the meeting was adjourned.