

Carbondale Public Library Board of Trustees

Wednesday, August 9, 2017

4:30 p.m.

Meeting Room

405 West Main St.

MINUTES

Call to order.

Called to order at 4:30 p.m.

Roll call.

Introductions, audience and visitors. Visitors are asked to introduce themselves at this time and present any issues they wish to discuss. Visitors wishing to address specific agenda items will be granted two to five minutes at the discretion of the President, not to exceed a total of twenty minutes. The Library Board may cut short any comments that are irrelevant, repetitious, or disruptive. (Id. at 1425-26).

Present.

Philip Brown, President

Barbara Levine, Vice President (1)

Joyce Hayes, Secretary

Don Prosser, Treasurer (2)

Roland Person

Julian Pei

Harriet Simon (2)

Sharifa Stewart (1)

Susan Tulis (1)

Absent.

The number following the Trustee's name indicates the number of absences this fiscal year.

Staff present.

Diana Brawley Sussman, Library Director

Gwen Hall Grosshenrich, Finance Manager

Visitors present.

None.

President's report.

None.

Secretary's report.

1. Approval of July 12, 2017 minutes. Two corrections were requested: Correct tense on the President's report, and correct numeration on the Financial Report. Harriet Simon moved to approve minutes with corrections. Susan Tulis seconded. MOTION passed unanimously.

Correspondence and communications.

None.

Financial report.

1. Approval of bills payable up to and including bills due August 16, 2017 to September 15, 2017. The insurance bill is estimated. Julian Pei moved to pay bills. Roland Person seconded. MOTION passed unanimously.

2. Acceptance of the financial report for July 2017. \$200,000 has been transferred so far from Illinois Funds to checking in order to pay bills while awaiting property tax revenue. We received an e-rate reimbursement

for category 2 purchases made previously. Roland Person moved to accept the financial report. Joyce Hayes seconded. MOTION passed unanimously.

Librarian's report.

1. Building and grounds maintenance. E-rate category 2 funding will pay 80% of most costs associated with upgrading computer cabling. At least six new computers will be added, necessitating the purchase of additional tables and chairs.
2. Furniture needs. Photos of tables were shown to the board. Patrons have also requested an additional outdoor seating area. We would like to do an online fundraiser to defer associated costs, as well as a memorial brick program, or something similar to give donors the opportunity of a visible acknowledgement. The board suggests that we create a wish list for fundraising needs on the front page of our website.
3. Eclipse planning. The landscapers will be coming out to weed and clean up the yard. The parking lot will be roped off on Friday, Saturday, and Sunday night. There will be greeters/monitors at the lot entrance on Saturday, Sunday and Monday. The main part of the library will close from 1:00-1:30 p.m. on Monday for an eclipse viewing party, but the meeting room and restrooms will remain open. Moon Pies and sun tea will be served, and free eclipse glasses will be provided to attendees.
4. Other. The library had five press appearances in July and early August related mostly to the Director's Librarian of the Year award (with one appearance related to Nonviolent Carbondale).

Committee reports.

None.

Unfinished business.

None.

New business.

1. Change October board meeting date to October 4 or 18 to allow Library Director to attend the Illinois Library Association conference. The board agreed by consensus to change the October meeting to October 4, 2017.

Other.

None.

Adjournment.

Adjourned at 5:17 p.m.

Next Board Meetings for 2017 (all in Public Library meeting room, 4:30 p.m., second Wednesday of each month except for October): August 9, September 13, October 4, November 8, December 13.

Respectfully submitted:

Joyce Hayes, Secretary

Prepared by: Diana Brawley Sussman, Library Director