

Carbondale Public Library Board of Trustees

Wednesday, May 10, 2017

4:30 p.m.

Meeting Room

405 W. Main St.

Carbondale, IL 62901

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

Joyce Hayes, Secretary

Roland Person

Don Prosser, Treasurer

Julian Pei

Susan Tulis

Absent.

Harriet Simon (1)

Sharifa Stewart (1)

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.

1. The board president excused absences for Julian Pei for missing more than 3 meetings in FY17, as those absences were excusable in accordance with board bylaws.

Secretary's report.

1. Approval of April 12, 2017 minutes. Susan Tulis moved to approve minutes. Roland Person seconded. MOTION passed unanimously.

Correspondence and communications.

None.

Financial report.

1. Approval of bills payable up to and including bills due May 16, 2017 to June 15, 2017. The Finance Manager reported that we are renewing subscriptions and paying summer reading performers this month in addition to other standard bills. Julian Pei moved to pay bills. Joyce Hayes seconded. MOTION passed unanimously.

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2. Acceptance of the financial report for April 2017. The Finance Manager prepared graphs showing revenue sources, expenses, and prior year comparisons. The library has finished every fiscal year in the black since the Library Director's first full year of service (FY2011). Total FY17 net income was \$54,513 (barring any final adjustments). The library saw several expensive construction repair projects this fiscal year, but received \$66,620 in donations, including an anonymous \$40,000 donation. Roland Person made a motion to accept the financial report. Julian Pei seconded. MOTION passed unanimously.

Librarian's report.

1. Building and grounds maintenance. The rain has delayed our scheduled masonry work.
2. Vote on method for collecting non-resident fees. Julian Pei moved to continue to collect nonresident fees per past procedures according to the tax bill method. Susan Tulis seconded. MOTION passed unanimously.
3. Trustee terms of office were discussed. Trustees with expiring terms may reach out to the Mayor to let him know if they are interested in being considered for appointment to another term.
4. Review and approval of Security Cameras policy. The Library Director consulted with library law expert attorney Phil Lenzini, and spoke with the Records Management Section of the Illinois State Archives in order to draft this policy. Don Prosser moved to adopt the policy. Roland Person seconded. MOTION passed unanimously.
5. Other. 37 groups are working on developing Nonviolent City projects modeled after Nonviolent Carbondale. This nationwide initiative is coordinated by Nobel Peace Prize nominee and author John Dear of the Pace e Bene organization. At a recent planning meeting he reported that he has been bragging about Nonviolent Carbondale all over the US, including at the Clinton Library.

Committee reports.

1. Approval of April 26, 2017 Finance Committee minutes. Don Prosser moved to approve finance committee minutes. Susan Tulis seconded. MOTION passed unanimously.

Unfinished business.

None.

New business.

Patron behavior. Discussed whether there is anything library staff should do when one patron files a restraining order against another. The responsibility falls on both parties involved in the restraining order to stay away from one another, and on law enforcement, but not on the library staff.

Other.

None.

Adjournment.

Adjourned at 5:12 p.m.

Next Board Meetings for 2017 (all in Public Library meeting room, 4:30 p.m., second Wednesday of each month): June 14, July 12, August 9, September 13, October 11, November 8, December 13.

Respectfully submitted:

Joyce Hayes, Secretary

Prepared by: Diana Brawley Sussman, Library Director