

**Carbondale Public Library Board of Trustees**

Wednesday, February 8, 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 (2)

Barbara Levine, Vice President (3)

Joyce Hayes, Secretary (3)

Julian Pei (3)

Roland Person (2)

Sharifa Stewart (3)

Don Prosser, Treasurer (3)

Harriet Simon

Susan Tulis

**Absent.**

None.

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.**

One student from CCHS

**President's report.**

**Secretary's report.**

1. Approval of the January 11, 2017 minutes. Harriet Simon moved to approve the minutes. Susan Tulis seconded. MOTION passed unanimously.

**Correspondence and communications.**

1. Reviewed correspondence from the Board of Review.

**Financial report.**

1. Approval of bills payable up to and including bills due February 16, 2016 to March 15, 2017. The Finance Manager reported there are a lot of book purchases in the bills this month as we're nearing the end of the fiscal year. We have finished paying off H&N construction for work on the Brush building. Don Prosser moved to pay bills. Roland Person seconded. MOTION passed unanimously.

2. Approval of the final FY18 budget. The Director reviewed the budget. There will be some personnel savings in the coming year, as a retired part time employee's duties were redistributed to current employees. The savings will be used to purchase computers for a new computer area. This was the only difference

between the preliminary and final budget. Philip Brown moved to approve final FY18 budget. Roland Person seconded. MOTION passed unanimously.

3. Acceptance of the financial report for January 2017. The Finance Manager reported that about \$7,000 came in this month for replacement tax revenue. Joyce Hayes moved to accept the financial report. Susan Tulis seconded. MOTION passed unanimously.

**Librarian's report.**

1. Building and grounds maintenance and construction. The work on the Brush building is finished. Book donations are being accepted, and the Friends will have their next book sale during the first weekend in March.

2. Other. The Director is working with Nonviolent Carbondale on 11 Days for Compassion, April 1 – 11, 2017. She is currently serving on the Live and Learn Construction Grant Review Committee and will be reviewing grants from Illinois libraries throughout February.

**Committee reports.**

None.

**Unfinished business.**

None.

**New business.**

None.

**Other.**

Discussed the Survivors Of Loved Ones to Suicide, Inc. (SOLOS ) support group, which meets on the second Thursday of each month at 5:30pm.

**Adjournment.**

Adjourned at 5:00 p.m.

Next Board Meetings for 2017 (all in Public Library meeting room, 4:30 p.m., second Wednesday of each month): March 8, April 12, May 10, 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