

Carbondale Public Library Board of Trustees

Wednesday, January 14, 2015

4:30 p.m.

Meeting Room

405 West Main St.

MINUTES

Call to order.

The meeting was 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 (2)

Susan Tulis, Secretary (1)

Don Prosser, Treasurer

Joyce Hayes (2)

Roland Person (1)

Sharifa Stewart (3)

Harriet Simon (1)

Absent.

Julian Pei (8 excused)

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

Staff present.

Diana Brawley Sussman, Library Director

Gwen Hall, Finance Manager

Visitors present.

None.

President's report.

1. Bylaws review: Discussion of presence/absence/tardiness at board meetings. No action taken.

Secretary's report.

Approval of the December 10, 2013 minutes. Barbara Levine made a motion to approve minutes. Roland Person seconded. MOTION passed unanimously.

Correspondence and communications.

Annual Per Capita award letter received from the Secretary of State, awarding \$32,377.50 to the Carbondale Public Library and stating the importance of per capita funding to Illinois libraries.

Financial report.

1. Approval of bills payable up to and including bills due January 16, 2015 to February 15, 2015. Gwen Hall described major bills due at this time. Roland Person made a motion to approve payment of bills. Susan Tulis seconded. MOTION passed unanimously.
2. The board reviewed the annual audit.
3. Transfer of FY14 savings to reserves. Philip Brown made a motion to return funds borrowed from reserves and working cash and add \$31,843.96 to reserves. If needed for FDIC insurance limits, transfer all but \$250,000 from the Old National checking account to Illinois Funds into General Purpose and transfer funds back to Old National as needed. Don Prosser seconded. MOTION passed unanimously.
4. Acceptance of the financial report for December 2014. Reviewed donations. All expenses/revenue are in good shape. Barbara Levine motioned to accept report. Joyce Hayes seconded. MOTION passed unanimously.

Librarian's report.

1. Discussed building and grounds maintenance.
2. Reviewed levy hearing.
3. Revision of Meeting Room Policies and Regulations. Discussed and tabled. The Director will incorporate suggestions and resubmit the policy for consideration.
4. Safety deposit box signatures collected.
5. Other. The Director discussed the library's role in Nonviolent Carbondale's upcoming 11 Days for Compassion, March 21-31 and SIU's new Civic Soul programs. Discussed the Governor's freeze on grants. Announced that Teen and Adult Services Librarian Mary Stoner has accepted the position of Library Director at the Anne West Lindsey Public Library District in Carterville. Her position will be looked at for possible restructuring. Finding someone highly creative with experience in program development will be a top priority.

Committee reports.

None.

Unfinished business.

1. Earthquake insurance. Philip Brown made a motion to pay an additional premium in order to obtain a lower deductible from 15% to 10. Susan Tulis seconded. Voted yes: Philip Brown, Harriet Simon, Barbara Levine, Joyce Hayes, Sharifa Stuart, Susan Tulis. Voted no: Don Prosser, Roland Person. MOTION passed.

New business.

None.

Other.

None.

Adjournment.

Adjourned at 5:43

Next Board Meetings for 2015 (all in Public Library meeting room, 4:30 p.m.): January 14, February 11, March 11, April 8, May 13, June 10, July 8, August 12, September 9, October 14, *November 18, December 9. (*note: proposed date for November is the third Wednesday of the month due to Veteran's Day closing; all other dates are the second Wednesday.)

Respectfully submitted:

Susan Tulis, Secretary

Prepared by: Diana Brawley Sussman, Library Director