

**Carbondale Public Library Board of Trustees**

Wednesday, June 13, 2018

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

Joyce Hayes, Secretary

Don Prosser, Treasurer

Julian Pei

Roland Person

Harriet Simon

Susan Tulis

**Absent.**

Sharifa Stewart (2)

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. Election of Trustee officers (President and Vice President) to begin service July, 2018. Philip Brown made a motion to elect Barbara Levine as President and Susan Tulis as Vice President. Roland Person seconded. MOTION passed unanimously.

2. The board president has the option to excuse one or more absences from a board member missing more than 3 meetings in FY18 if those absences are in accordance with board bylaws. Tabled. At the board's request, the library director will email Sharifa Stewart to ask that she send her request for excused absences with the correct FY18 and FY19 dates to the new board president, Barbara Levine.

**Secretary's report.**

1. Approval of May 9, 2018 minutes. Barbara Levine made a motion to approve minutes (with corrected typos). Joyce Hayes seconded. MOTION passed unanimously.

**Correspondence and communications.**

None.

**Financial report.**

1. Approval of bills payable up to and including bills due June 16, 2018 to July 15, 2018. Bills of note include Staff Day expenses, IHLS system membership, and tuition reimbursements. Harriet Simon made a motion to pay bills. Julian Pei seconded. MOTION passed unanimously.

2. Acceptance of the financial report for May 2018. We have turned in everything to the city for the annual audit. Julian Pei moved to approve the financial report. Roland Person seconded. MOTION passed unanimously.

**Librarian's report.**

1. Building and grounds maintenance, HVAC, etc.

2. Vote to appoint FOIA/OMA officer(s). Roland Person made a motion to reappoint Diana Brawley Sussman and Gwen Hall Grosshenrich as FOIA officers, and Barbara Levine as the OMA officer. Don Prosser seconded.

3. Review minutes from closed sessions. Don Prosser made a motion to keep executive session minutes closed. Susan Tulis seconded. MOTION passed unanimously.

4. Adopt prevailing wage ordinance. Don Prosser moved to adopt the prevailing wage ordinance. Harriet Simon seconded. Vote: 8 ayes, 0 nays, 1 absent, 0 abstained. MOTION passes.

5. Other. A patron (initials SW) who was banned about one year ago has requested clarification on whether his ban will be lifted. Don Prosser moved to lift the ban at the one-year date. Philip Brown seconded. MOTION passed unanimously.

**Committee reports.**

None.

**Unfinished business.**

None.

**New business.**

None.

**Other.**

None.

**Adjournment.**

Adjourned at 5:17 p.m.

Board Meetings for 2018 (all in Public Library meeting room, 4:30 p.m., second Wednesday of each month): July 11, 2018, August 8, 2018, September 12, 2018, October 10, 2018, November 14, 2018, December 12, 2018

Respectfully submitted:

Joyce Hayes, Secretary

Prepared by: Diana Brawley Sussman, Library Director