

Carbondale Public Library Board of Trustees

Wednesday, December 12, 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.

Barbara Levine, President

Susan Tulis, Vice President (2)

Julian Pei, Treasurer (1)

Philip Brown

Roland Person (2)

Harriet Simon (2)

Absent.

Don Prosser (2)

Joyce Hayes, Secretary (1)

The number following the Trustee's name indicates the number of absences this fiscal year. One seat is currently vacant.

Staff present.

Diana Brawley Sussman, Library Director; Gwen Hall Grosshenrich, Finance Manager

President's report.

None.

Secretary's report.

1. Approval of the November 14, 2018 minutes. Roland Person made a motion to approve minutes with the correction of one typo. Susan Tulis seconded. MOTION passed unanimously.

Correspondence and communications.

None.

Financial report.

1. Approval of bills payable up to and including bills due December 16, 2018 to January 15, 2019. Larger bills this month include subscriptions, databases, IHLS membership, and the final payment on our insurance for the fiscal year. Julian Pei moved to pay bills. Harriet Simon seconded. MOTION passed unanimously.

2. Acceptance of the financial report for November 2018. We received about half of our property tax revenue on November 15th. Roland Person moved to accept the financial report. Philip Brown seconded. MOTION passed unanimously.

Librarian's report.

1. Building and grounds maintenance. \$900 estimated for sidewalk repair. Our insurance will not cover costs associated with the outside water line break, as it is underground, and due to normal wear and tear.
2. Review and acceptance of dates closed for 2019. Philip Brown moved to accept the 2019 dates closed. Roland Person seconded. MOTION passed unanimously.
3. Review and acceptance of board meeting dates for 2019. Roland Person moved to accept the 2019 board meeting dates. Susan Tulis seconded. MOTION passed unanimously.
4. Review and acceptance of investment policy. Philip Brown moved to table the investment of public funds policy and ask Don Prosser to review it and make changes that reflect our actual operating policy. Harriet Simon seconded. A roll call vote was taken: Aye: 6; Nay: 0; Absent: 2.
5. Review of executive session minutes. Tabled.
6. Other. The board requested an updated list of employees.

Committee reports.

Unfinished business.

New business.

Other.

Patron behavior. Philip Brown moved to ban the patron who destroyed library property on 11/16/18 until and unless there is further action from the board. Julian Pei seconded. MOTION passed unanimously.

Adjournment.

Adjourned at 5:00 p.m.

Next Board Meetings for 2019 (all in Public Library meeting room, 4:30 p.m., second Wednesday of each month): January 9, February 13, March 13, April 10, May 8, June 12, July 10, August 14, September 11, October 9, November 13, December 11

Respectfully submitted:

Joyce Hayes, Secretary

Prepared by: Diana Brawley Sussman, Library Director