

Carbondale Public Library Board of Trustees
Online meeting. Link for public attendance:

Wednesday, December 9, 2020, 4:30 p.m.

MINUTES

Statement prior to start of the meeting.

The Board President determines that an in-person meeting is not practical or prudent because of the statewide COVID-19 disaster. This meeting is being recorded.

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Call to order.

4:35 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).

In the webinar environment participants may type questions or statements into the Q&A at this time and may request access to speak during this portion of the meeting via the Q&A or by using the hand raising function.

Present.

Don Prosser, President
Susan Tulis, Vice President
Roland Person, Secretary
Julian Pei, Treasurer (2)
Philip Brown
Joyce Hayes
Barbara Levine
Chastity Mays (1)

Absent.

Harriet Simon (1, excused)

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

Visitors.

None.

Staff present.

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

President's report.

Excuse 12/9/20 absence for Harriet Simon. Susan Tulis excused this absence in accordance with the Board's bylaws.

Secretary's report.

1. Approval of November 18, 2020 minutes. Roland Person made a motion to approve the minutes as presented. Barbara Levine seconded. Roll called: 7 yeas. 0 nays. 0 abstentions. MOTION passed.

Correspondence and communications.

None.

Financial report.

1. Approval of bills payable up to and including bills due December 16, 2020 to January 15, 2021. Joyce Hayes mad a motion to pay the bills. Barbara Levine seconded. Roll called: 7 yeas. 0 nays. 0 abstentions. MOTION passed.

2. Acceptance of the financial report for November 2020. The Finance Manager reported that about half of our property tax revenue has arrived. Philip Brown made a motion to accept the financial report. Roland Person seconded. Roll called: 7 yeas. 0 nays. 0 abstentions. MOTION passed.

Librarian's report.

1. Building and grounds maintenance. Nothing of note.

2. Per Capita Grant requirement: Discussion of Serving Our Public Appendices B-K. Discussion revealed that the Board's bylaws should include correspondence and communication in listed agenda items (which is done in practice), as well as a timeline for periodic review. Our Collection Management Policy needs to be reviewed, and an explicit statement about intellectual freedom should be added.

3. Review and acceptance of dates closed for 2021. Roland Person moved to accept the dates closed for 2021. Joyce Hayes seconded. seconded. Roll called: 7 yeas. 0 nays. 0 abstentions. MOTION passed.

4. Review and acceptance of board meeting dates for 2021. Barbara Levine moved to accept the board meeting dates for 2021. Chastity Mays seconded. Roll called: 7 yeas. 0 nays. 0 abstentions. MOTION passed.

5. Extend COVID leave policy through 2021. COVID sick leave and COVID EFMLA have not yet been extended by the legislature. Both forms of leave were implemented in 2020. The Board discussed continuing to offer these forms of leave, as written, in 2021. Roland Person made a motion to continue with COVID sick leave in 2021. Joyce Hayes seconded. Roll called: 7 yeas. 0 nays. 0 abstentions. MOTION passed.

Philip Brown made a motion to roll over unused COVID sick time from 2020 for use in 2021. Julian Pei seconded. Roll called: 7 yeas. 0 nays. 0 abstentions. MOTION passed. Roland Person made a motion to continue to offer EFMLA. Susan Tulis seconded. Roll called: 7 yeas. 0 nays. 1 abstentions. MOTION passed. Roland Person made a motion to roll over unused EFMLA from 2020 for use in 2021. Julian Pei seconded. Roll called: 8 yeas. 0 nays. 0 abstentions. MOTION passed.

6. Other. The library is now open for computer use by appointment only. The City Council and Mayor thanked the library board at both levy meetings for not raising the levy. The Library Board chose not to raise the levy for FY22 in consideration of the economic crisis posed by the pandemic.

Committee reports.

None.

Unfinished business.

None.

New business.

Roland Person noted that staff have done a fantastic job with continuing adapted programs.

Other.

1. Patron behavior. None.

Adjournment.

Adjourned at 5:21 p.m.

Respectfully submitted:

Roland Person, Secretary

Prepared by: Diana Brawley Sussman, Library Director

Board Meetings for 2021. All meetings will take place in the Public Library meeting room at 4:30 p.m. unless taking place online due to a state of emergency. Agenda and link posted at <https://carbondalepubliclibrary.org/aboutus/board-of-trustees/upcoming-board-meeting-agenda/> . January 13, February 10, March 10, April 14, May 12, June 9, July 14, August 11, September 8, October 13, November 10, December 8, 2021.