

**Carbondale Public Library Board of Trustees
Carbondale Public Library, Meeting Room
405 W. Main St., Carbondale, IL 62901**

Wednesday, July 14, 2021, 4:30 p.m.

MINUTES

Call to order.

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.

Don Prosser, President
Susan Tulis, Vice President
Barbara Levine, Treasurer
Chastity Mays
Joyce Hayes
Julian Pei
Harriet Simon

Absent.

Philip Brown (1)
Roland Person, Secretary (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.

1. Committee assignments. Trustees agreed to continue with the same committee assignments.
2. The President excused Roland Person's absence at this meeting in accordance with the board's bylaws.

Secretary's report.

1. Approval of June 9, 2021 minutes of the regular Board meeting. Susan Tulis made a motion to approve these minutes as presented. Harriet seconded. MOTION passed unanimously.
2. Approval of June 9, 2021 closed minutes of executive session. Julian Pei made a motion to approve these minutes as presented. Joyce Hayes seconded. MOTION passed unanimously.

Correspondence and communications.

1. The annual Per Capita grant award letter arrived from the Illinois State Library.

Financial report.

1. Approval of bills payable up to and including bills due July 16, 2021 to August 15, 2021. Susan Tulis made a motion to pay the bills. Barbara Levine seconded. MOTION passed unanimously.
2. Acceptance of the financial report for June, 2021. We have not yet received any property tax revenue, of course. We have been receiving all of our backordered books and orders are coming more quickly now. Julian Pei moved to accept the financial report. Susan Tulis seconded. MOTION passed unanimously.

Librarian's report.

1. Building and grounds maintenance was discussed. There is still no word on when roof replacement can begin on the Brush annex building.
2. COVID procedures. The board discussed current practices and weighed the pros and cons of continuing to require masks in the building. Don Prosser made a motion to maintain the mask requirement. Julian Pei seconded. MOTION passed unanimously.
3. Illinois Public Library Annual Report (IPLAR). The Director presented the report to the board. Most statistics are down, as predicted, due to COVID closures and people minimizing time spent in public. However, program attendance increased by 52% from 10,138 attendees to 15,407. Programming throughout the pandemic has included both online and passive programs. The library filled the community's sudden need for live online conferences, virtual candidate forums and community meetings in addition to transitioning our regular programming to an online format. Passive programming also increased dramatically. Such programming normally entails organizing art activities inside the library, which patrons do independently. Passive programming for FY21 engaged 10,891 people with 142 different take-home kits.
4. Other. The September, 2021 board meeting will be moved from September 8 to September 15. Susan Tulis made a motion to accept this change. Joyce Hayes seconded. MOTION passed unanimously.

Committee reports.

1. Approval of June 17, 2021 Building & Grounds Committee minutes. Julian Pei moved to accept these minutes as presented. Chastity Mays seconded. MOTION passed unanimously.
2. Approval of June 17, 2021 Building & Grounds Committee closed executive session minutes. Julian moved to accept these minutes as presented. Susan Tulis seconded. MOTION passed unanimously.
3. Approval of June 22, 2021 Emergency Policy Committee minutes. Joyce Hayes moved to accept these minutes as presented. Susan Tulis seconded. MOTION passed unanimously.

New business.

None.

Other.

4. Patron behavior. None

Unfinished business.

1. Closed Executive Session: The Board is requested to pass a motion to hold a closed meeting to discuss the accrual of property (5 ILCS 120/2(c)(1)). At the conclusion of the closed meeting, the Board is requested to pass a motion to return to open session. In the event that any other action is to be taken as a result of the discussions held in the closed meeting, final action will be taken only in open session and will be preceded by a public recital of the nature of the matter being considered and other information that will inform the public of the business being conducted. Barbara Levine made a motion to enter closed session. Susan Tulis seconded. Roll called: 7 yeas. 0 nays. 0 abstentions. MOTION passed. The board entered executive session at 5:12 p.m.
2. Final action in open session regarding accrual of property. Open session was reconvened at 5:25 p.m. roll was called. Seven board members and two staff were present as listed above. No action was taken.

Adjournment.

5:25 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 15, October 13, November 10, December 8, 2021.