

**Carbondale Public Library Board of Trustees**  
In-person meeting. Library meeting room.  
405 W. Main Street  
Carbondale, IL 62901

**Wednesday, June 8, 2022, 4:30 p.m.**

## MINUTES

### Call to order.

### 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.

Susan Tulis, Vice President  
Roland Person, Secretary  
Barbara Levine, Treasurer  
Philip Brown  
Joyce Hayes  
Chastity Mays  
Julian Pei  
Harriet Simon (attended remotely)

### Absent.

Don Prosser, President (1)

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. Election of Trustee officers (President and Vice President) to begin service July, 2022. Barbara Levine moved to nominate Don Prosser as President. Roland Person seconded. MOTION passed unanimously. Philip Brown moved to nominate Chastity Mays as Vice President. Barbara Levine seconded. MOTION passed unanimously.

### Secretary's report.

1. Approval of May 11, 2022 Board Meeting minutes. Roland Person moved to approve the minutes with minor corrections. 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, 2022 to July 15, 2022. Roland Person moved to approve payment. Chastity Mays seconded. MOTION passed unanimously.  
2. Acceptance of the financial report for May, 2022. We have received about \$33,000 in Replacement Tax. Philip Brown moved to accept with corrections to the Excel spreadsheet (which incorrectly shows 100% spent).

Barbara Levine seconded. MOTION passed unanimously.

**Librarian's report.**

1. Building and grounds maintenance. The library was closed for parking lot maintenance on May 20th. This work needs to be completed approximately every three to four years. It had been four years since the lot was resurfaced, repaired, and repainted.
2. COVID-19 procedures. Everything in this regard is fine right now.
3. Vote to appoint FOIA/OMA officer(s). Roland Person moved to continue with the Library Director and Finance Manager as the FOIA officers, and the Library Director and Board President Don Prosser as the Open Meetings Act officers. Joyce Hayes seconded. MOTION passed unanimously. Each FOIA and OMA officer will need to complete the state's online training and certification. Board members reappointed to the board will also need to take OMA training within thirty days of their reappointment.
4. Intergovernmental agreement with District 95. The intergovernmental agreement was approved by the library board and the school board. The Library Director is working with the District 95 Superintendent and her staff to work out the logistics of registering all District 95 students for a library card.
5. Review minutes from closed sessions. Roland Person moved to keep all Executive Session minutes closed. Harriet Simon seconded. MOTION passed unanimously.

**Committee reports.**

None.

**New business.**

None.

**Other.**

1. Patron behavior. None.

Roland Person expressed that he is continually impressed by reports from our librarians on their activities.

**Unfinished business.**

None.

**Adjournment.**

5:02 p.m.

Respectfully submitted:

Roland Person, Secretary

Prepared by: Diana Brawley Sussman, Library Director

Board Meetings for 2022. All meetings will take place on the second Wednesday of the month at 4:30 p.m.. Meetings are held in the Public Library meeting room 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 12, February 9, March 9, April 13, May 11, June 8, July 13, August 10, September 14, October 12, November 9, December 14, 2022.