

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

Wednesday, July 13, 2022, 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 (1)
Susan Tulis, Vice President
Roland Person, Secretary
Barbara Levine, Treasurer
Philip Brown
Joyce Hayes
Chastity Mays
Julian Pei
Harriet Simon

Absent.

None.

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. Board members will let the Board President know if they have any preferences.

Secretary's report.

1. Approval of June 8, 2022 Board Meeting minutes. Roland Person moved to approve the minutes as amended. Susan Tulis seconded. MOTION passed unanimously.

Correspondence and communications.

1. Per Capita Grant award letter. Because Carbondale lost population, the Per Capita Grant went down almost \$6,000. We did budget for that decrease in revenue for this fiscal year.
2. Jackson County Tax Computation Report. The library's property tax rate is 0.39892.

Financial report.

1. Approval of bills payable up to and including bills due July 16, 2022 to August 15, 2022. Roland Person moved to pay the bills. Harriet Simon seconded. MOTION passed unanimously. The Finance Manager noted that we are paying our first insurance bill for the fiscal year.

2. Acceptance of the financial report for June, 2022. Philip Brown moved to approve the report. Joyce Hayes seconded. MOTION passed unanimously.

Librarian's report.

1. Building and grounds maintenance: no major issues to report at this time.
2. Illinois Public Library Annual Report (IPLAR). The Director reviewed comparable statistics from the past four fiscal years. Card holders, active program attendance, and circulation have increased since FY21.
3. FY24 budgeting timeline. The Board will approve a preliminary budget and levy at the November board meeting this year once election results on the issue of Home Rule are available. If the city loses its Home Rule status, this could result in flat or decreasing revenue for the library for years to come.
4. Revised date for September, 2022 Board meeting. Julian Pei made a motion to change the September 2022 meeting date to September 13, as the Director will not be available on September 14. Roland Person seconded. MOTION passed: 8 yeas. 1 nay. 0 abstentions.

Committee reports.

None.

New business.

None.

Other.

1. Patron behavior. None.
2. Don Prosser requested that the Director create a written contract for the Social Worker defining the terms of the grant funded position.

Unfinished business.

None.

Adjournment.

5:05 p.m.

Respectfully submitted:

Roland Person, Secretary

Prepared by: Diana Brawley Sussman, Library Director

Board Meetings for 2022. All meetings (unless otherwise noted) 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 13 (second Tuesday of the month), October 12, November 9, December 14, 2022.