

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

Wednesday, January 11, 2023, 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)  
Chastity Mays, Vice President  
Roland Person, Secretary  
Barbara Levine, Treasurer  
Philip Brown (1 excused)  
Joyce Hayes (online)  
Julian Pei  
Harriet Simon

### **Absent.**

Susan Tulis (2 absence; 1 excused)

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

### **Staff present.**

Diana Brawley Sussman, Library Director

### **Visitors.**

None.

### **President's report.**

None.

### **Secretary's report.**

1. Approval of December 14, 2022 Board Meeting minutes. Harriet Simon moved to accept the minutes with one correction. Roland Person seconded. MOTION passed unanimously.

### **Correspondence and communications.**

None.

### **Financial report.**

1. Approval of bills payable up to and including bills due January 16, 2023 to February 15, 2023. Philip Brown moved to pay the bills. Chastity Mays seconded. MOTION passed unanimously.

2. Acceptance of the financial report for December, 2022. Roland Person moved to accept the financial report. Barbara Levine seconded. MOTION passed unanimously.

### **Librarian's report.**

1. Building and grounds maintenance. We are replacing door knobs in the Brush building.
2. Per Capita Grant requirement: Discussion of Serving Our Public chapters 7, 9, and 11. In the coming months the board will review the Collection Development Policy and Reference Service Policy. The board noted that we are especially good at serving schools and students, particularly with our intergovernmental agreement with District 95.
3. Internet Policy Review. Julian Pei made a motion to amend the policy in order to eliminate the Internet access fee. Roland Person seconded the motion. MOTION passed unanimously.
4. Review and acceptance of investment policy. The Director will search for a sample policy to address donation investments. Roland Person moved to approve the policy. Harriet Simon seconded. MOTION passed unanimously.
5. Approval of Chief Financial Officers. Julian Pei moved to retain the Director and Treasurer as the Chief Financial Officers. Roland Person seconded. MOTION passed unanimously.
6. Review of executive session minutes. Don Prosser moved to keep the executive session minutes closed. Julian Pei seconded. MOTION passed unanimously.
7. Other. None.

**Committee reports.**

None.

**New business.**

None.

**Other.**

1. Patron behavior. There was a fight between two men in the library. Philip Brown moved to ban the aggressor for 60 days. Chastity Mays seconded. MOTION passed unanimously.

**Unfinished business.**

None.

**Adjournment.**

Adjourned at 5:05

Respectfully submitted:

Roland Person, Secretary

Prepared by: Diana Brawley Sussman, Library Director

Board Meetings for 2023. All meetings will take place on the second Wednesday of the month unless otherwise noted. Meetings are held 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 11, February 8, March 8, April 12, May 10, June 14, July 12, August 9, September 13, October 11, November 8, December 13, 2023.