

**Carbondale Public Library Board of Trustees**

**Wednesday, March 10, 2021, 4:30 p.m.**

Online meeting. Link for public attendance:

<https://us02web.zoom.us/j/85459707770?pwd=MEk4STB4dGlhdkdNTXNlbnZlbnZz09>

Passcode: 852584. Link is also available at <https://carbondalepubliclibrary.org/aboutus/board-of-trustees/upcoming-board-meeting-agenda/> For telephone access dial: 1-312-626-6799.

Webinar ID: 854 5970 7770. Password: 852584.

**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.

**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).

**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)  
Harriet Simon (3 excused)

**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. The Board President excused a 2/10/21 absence for Harriet Simon in accordance with bylaws.

**Secretary's report.**

1. Approval of February 10, 2021 minutes. Barbara Levine made a motion to approve the minutes with the correction of one typo. Joyce Hayes seconded. Roll called: 9 yeas. 0 nays. 0 abstentions. MOTION passed.

**Correspondence and communications.**

None.

### **Financial report.**

1. Approval of bills payable up to and including bills due March 16, 2021 to April 15, 2021. Julian Pei moved to pay bills. Harriet Simon seconded. Roll called: 9 yeas. 0 nays. 0 abstentions. MOTION passed.
2. Acceptance of the financial report for February 2021. About \$135,000 still remains to be received in property taxes. Barbara Levine moved to approve the report. Philip Brown seconded. Roll called: 9 yeas. 0 nays. 0 abstentions. MOTION passed.

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

1. Building and grounds maintenance. Consulted with a solar company. There is more room on the main building than on the annex building. The roof will need to be replaced first. We've been denied grant funding for that in the past, but can apply again to do that project in FY23. Discussed the logistics of potentially installing solar. We are still awaiting estimates to replace our boiler with a more efficient model. We are working on replacing the roof on the Brush Annex building. We'd like to separate the roofing projects so that they won't both need replacement in the same fiscal year. We have the money budgeted for that project, though it may end up being expended in the upcoming fiscal year. The Board President called for a motion made by Julian Pei to approve the Director's signing of a contract to engage Architect Harlan Bohnsack in regard to replacement of the roof on the Brush building. Roll called: 9 yeas. 0 nays. 0 abstentions. MOTION passed.
2. COVID-19 procedures. We hope to move beyond appointment only in April.
3. Other. Received additional grant funding for the Mentorship Project. Each grant pays for different aspects of the project. Any additional funding can enhance what we do.

### **Committee reports.**

#### **Unfinished business.**

None.

#### **New business.**

The Board President notes (and the Board agrees) that he is very impressed with the work of Jennifer Robertson. She has done an outstanding job with organizing webinars and candidate forums.

The Director explained the difference between "active" and "passive" programs on Board reports.

The Director clarified that craft kits are not limited to card holders; nor are library programs. We consider it part of resource sharing.

Harriet Simon has been impressed with the array of virtual library programs offered. The Director explained that we have had many opportunities in 2020 and 2021 to partner with area organizations to sponsor public programs, which has been a win-win for both the community and the library.

#### **Other.**

1. Patron behavior. None.

#### **Adjournment.**

Adjourned at 5:03 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.