

Carbondale Public Library Board of Trustees  
405 W. Main Street, Carbondale, IL 62901  
Library Meeting Room  
Wednesday, October 11, 2023, 4:30 p.m.

## MINUTES

### **Call to order.**

The meeting was called to order at 4:30 p.m.

### **Present.**

Don Prosser, President  
Chastity Mays, Vice President (1)  
Barbara Levine, Treasurer  
Frances Anterola (1)  
Philip Brown  
Joyce Hayes  
Julian Pei  
Roland Person

### **Absent.**

Susan Tulis, Secretary (2)

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

### **Staff present.**

Jennifer Robertson, Director; Gwen Hall Grosshenrich, Finance Manager

### **Audience and visitors present.**

None.

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

1. Administer Oath of Office to trustees. The oath was administered to Julian Pei, Roland Person, Chastity Mays, Barbara Levine, Philip Brown, and Joyce Hayes.

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

1. Approval of September 20, 2023 Board Meeting minutes. Roland Person motioned to approve with a minor correction. Chastity Mays seconded. The motion passed unanimously.

### **Correspondence and communications.**

None.

### **Financial report.**

1. Approval of bills payable up to and including bills due October 16, 2023, to November 15, 2023. Julian Pei moved to approve. Chastity Mays seconded the motion. The motion passed with unanimous approval.
2. Acceptance of the financial report for September 2023. Chastity Mays moved to approve. Philip

Brown seconded the motion. The motion passed with unanimous approval.

3. Adoption of FY25 levy and preliminary budget. Roland Person moved to accept the second option presented by the director. Joyce Hayes seconded the motion. Don Prosser amended the option to change the levy amount. Roland Person accepted the amendment. Chastity Mays seconded the motion. The motion passed with unanimous approval.

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

1. Building and grounds maintenance. The director discussed how the different levy options presented would affect potential building and grounds projects in the future.
2. Per Capita Grant requirement. The board discussed Chapters 4-6 of Serving Our Public: Standards for Illinois Public Libraries. Board members agree that a process of evaluation for security is needed. The director will explore the options with the building committee.
3. Other.

#### **Committee reports.**

#### **New business.**

1. Adoption of the ALA Code of Ethics. Roland Person moved to adopt the ALA Code of Ethics. Julian Pei seconded the motion. The motion passed with unanimous approval.
2. The Friends of the Library are interested in sponsoring a library-related mural on the back of the Brush Building. The board will consider this idea at a future date.

#### **Other.**

1. Patron behavior. The director requested that the board ban a patron due to behavior. Don Prosser motioned to approve a ban from the building and grounds for six months. Due to the severity of the behavior, Julian Pei amended the ban to an indefinite period to be determined by the director. Roland Person seconded the motion. The motion passed unanimously.

#### **Unfinished business.**

1. The board requested an update on the Little Free Libraries that the Project Next Generation Teens had worked on last year. The board suggested putting another Little Free Library in Carbondale to promote literacy.

#### **Adjournment.**

The meeting was adjourned at 5:23 p.m.

Respectfully submitted:

Susan Tulis, Secretary

Prepared by: Jennifer Robertson, Library Director

**Board Meetings for 2023.** All meetings will take place on the second Wednesday of the month. 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 [carbondalepubliclibrary.org/upcoming-board-meeting-agenda/](http://carbondalepubliclibrary.org/upcoming-board-meeting-agenda/)  
Dates: January 11, February 8, March 8, April 12, May 10, June 14, July 12, August 9, September 20 (amended from September 13), October 11, November 8, December 13.