

Carbondale Public Library Board of Trustees

Wednesday, December 11, 2019

4:30 p.m.

Meeting Room

405 West Main St.

AGENDA

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).

President's report.

Secretary's report.

1. Approval of the November 13, 2019 minutes.

Correspondence and communications.

Financial report.

1. Approval of bills payable up to and including bills due December 16, 2019 to January 15, 2020.
2. Acceptance of the financial report for November 2019.

Librarian's report.

1. Per Capita requirement: Review of Trustee Facts File Chapter 14, Trustee Continuing Education; Appendix E, Code of Ethics; Appendix F, Ethics Statement for Public Library Trustees; Appendix G, Selected Resources.
2. Per Capita requirement: Staff and trustees will complete at least one free education opportunity focusing on organizational management. Design Thinking presentation from Jennifer Robertson, Adult Program Librarian.
3. Building and grounds maintenance
4. Review and acceptance of dates closed for 2020.
5. Review and acceptance of board meeting dates for 2020.
6. Other.

Committee reports.

Unfinished business.

New business.

Other.

Patron behavior.

Adjournment.

Board Meetings for 2020 pending board approval (All meetings will take place in the Public Library meeting room at 4:30 p.m. The November meeting will take place on the third Wednesday of the month. All other Board Meetings take place on the second Wednesday of each month): January 8, February 12, March 11, April 8, May 13, June 10, July 8, August 12, September 9, October 14, November 18, December 9, 2020.