

**Carbondale Public Library Board of Trustees**

Wednesday, February 12, 2020

4:30 p.m.

Meeting Room

405 West Main St.

**MINUTES**

**Call to order.**

Called to order at 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.**

Barbara Levine, President (2; 1 excused)

Susan Tulis, Vice President (2)

Roland Person, Secretary (1 excused)

Philip Brown (1)

Joyce Hayes (1)

Chastity Mays (2)

Don Prosser (1)

**Absent.**

Julian Pei, Treasurer (4 excused)

Harriet Simon (2 excused)

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

**Visitors.**

Three high school students.

**Staff present.**

Diana Brawley Sussman, Library Director; Gwen Hall Grosshenrich, Finance Manager

**President's report.**

Barbara Levine excused absences for Julian Pei and Harriet Simon in accordance with bylaws.

**Secretary's report.**

1. Approval of the January 8, 2020 minutes (open and closed session) Susan Tulis moved to approve open session minutes. Joyce Hayes seconded. MOTION passed unanimously. Don Prosser moved to approve closed session with one minor edit. Susan Tulis seconded. Unanimous on both. MOTION passed unanimously.

**Correspondence and communications.**

1. 2020 property tax assessment appeals were shared with the board via email.

**Financial report.**

1. Approval of bills payable up to and including bills due January 16, 2020 to February 15, 2020. There were a lots of books purchased this month as we near the end of the fiscal year. Roland Person moved to pay the bills. Philip Brown seconded. MOTION passed unanimously.

2. Acceptance of the financial report for January 2020. Per Capita grant funds have been received. We've received all but about \$4,280 in property tax revenue. We received more replacement tax revenue than we'd budgeted for, but that's not unusual, as that figure is estimated in the budget. Roland Person made a motion to approve the financial report. Susan Tulis seconded. MOTION passed unanimously.
3. Approval of the final FY21 budget. Don Prosser moved to approve the FY21 budget. Roland Person seconded. MOTION passed unanimously.

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

1. Building and grounds maintenance. Discussed vandalism of exterior lighting.
2. Personnel policies. Tabled.
3. Other. The Director reported that 11 Days for Peace programs seemed to be well-attended. Links to articles about fine-free libraries were shared with the board in their packets.

#### **Committee reports.**

#### **Unfinished business.**

1. Approval of the amended investment policy and appointment of Chief Investment Officers. Don Prosser moved to approve the Investment of Public Funds Policy with one minor edit. Philip Brown seconded. MOTION passed unanimously.

#### **New business.**

The board requested reports from Social Work Intern Shacon Scott. They appreciate it when staff provide a bit of information about what's planned for the near future, and when acronyms are spelled out.

#### **Other.**

Patron behavior. None.

#### **Adjournment.**

Adjourned at 5:08 p.m.  
Respectfully submitted:

Roland Person, Secretary

Prepared by: Diana Brawley Sussman, Library Director

Board Meetings for 2020 (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.