

Carbondale Public Library Board of Trustees

Wednesday, June 9, 2021, 4:30 p.m.

Online meeting. Link and phone number shared for public attendance:

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 and will be posted on the Internet.

Call to order.

4:30pm

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
Julian Pei, Treasurer
Philip Brown
Joyce Hayes
Barbara Levine
Roland Person, Secretary
Harriet Simon

Absent.

Chastity Mays (2) One excused.

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

Visitors.

One.

Staff present.

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

President's report.

1. Election of Trustee officers (President and Vice President) to begin service July, 2021. Barbara Levine volunteered to serve as the Treasurer, and made a motion to nominate herself. Don Prosser seconded. Roll called: 8 yeas. 0 nays. MOTION passed. Julian Pei moved to nominate Roland Person to serve a second term. Joyce Hayes seconded. Roll called: 8 yeas. 0 nays. MOTION passed.
2. Don Prosser excused Chastity Mays' absence from this meeting due to a family health emergency in accordance with the Board's bylaws.

Secretary's report.

1. Approval of May 12, 2021 minutes of the regular Board meeting. Harriet Simon moved to approve the minutes. Roland Person seconded. Roll called: 8 yeas. 0 nays. MOTION passed.
2. Approval of May 25, 2021 minutes of the special Board meeting. Roland Person moved to approve the minutes. Barbara Levine seconded. Roll called: 8 yeas. 0 nays. MOTION passed.

Correspondence and communications.

An email from Charlie Howe with an offer of a donation will be discussed in closed session.

Financial report.

1. Approval of bills payable up to and including bills due June 16, 2021 to July 15, 2021. Philip Brown moved to approve payment of bills. Joyce Hayes seconded. Roll called: 8 yeas. 0 nays. MOTION passed.
2. Acceptance of the financial report for May, 2021. Julian Pei moved to approve the report. Susan Tulis seconded. Roll called: 8 yeas. 0 nays. MOTION passed.

Librarian's report.

1. Building and grounds maintenance. We requested that Brush roof replacement take place later in the summer to avoid conflicting with outdoor summer reading programs.
2. COVID procedures. At the moment we are proceeding with mask requirements and two-hour limits in the building. The state anticipated going to stage 5 around June 12th. The state of emergency has been renewed through late June. If it is not renewed again the July board meeting will need to take place in person, so we will need to stop quarantining books in order to make space to meet in the meeting room.
3. Revision of Borrower's Card policy. The board discussed the nature of the changes. Minor edits were made to the wording. Susan Tulis made a motion to accept the revised policy. The motion was seconded by Philip Brown. Roll called: 8 yeas. 0 nays. MOTION passed.
4. Vote to appoint FOIA/OMA officer(s). Roland Person made a motion to continue with the same people in the same positions: FOIA officers will be Diana Brawley Sussman, Library Director, and Gwen Hall Grosshenrich, Finance Manager. The OMA officers will be Don Prosser, Board President, and Diana Brawley Sussman, Library Director. Susan Tulis seconded. Roll called: 8 yeas. 0 nays. MOTION passed.
5. Review minutes from closed sessions. Julian Pei made a motion to keep all executive session minutes closed. Harriet Simon seconded. Roll called: 8 yeas. 0 nays. MOTION passed.

Committee reports.

None.

Unfinished business.

None.

Other.

1. Patron behavior. Discussed series of incidents involving C.K., culminating in a ban notice delivered by police on 5/30/21. Barbara Levine moved to ban this person until and unless there is further action from the board. Philip Brown seconded. Roll called: 8 yeas. 0 nays. MOTION passed.

New business.

1. Closed Executive Session: The Board is requested to pass a motion to hold a closed meeting to discuss the accrual of property (5 ILCS 120/2(c)(1)). At the conclusion of the closed meeting, the Board is requested to pass a motion to return to open session. In the event that any other action is to be taken as a result of the discussions held in the closed meeting, final action will be taken only in open session and will be preceded by a public recital of the nature of the matter being considered and other information that will inform the public of the business being conducted. A motion to enter executive session was made by Julian Pei. Joyce Hayes seconded. Roll called: 8 yeas. 0 nays. MOTION passed.

Open session re-adjourned at 5:36 p.m. Roll called. All present (as listed above).

2. Final action in open session regarding accrual of property. Don Prosser explained that discussion took place in closed session with no action. Julian Pei made a motion for the building and grounds committee to meet to engage a broker in the acquisition of property adjacent to the library. Susan Tulis seconded. Roll called: 8 yeas. 0 nays. MOTION passed.

Adjournment.

The meeting adjourned at 5:38 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.