

MINUTES

Call to order.

Ms. Mays called the meeting to order at 4:31 p.m.

Present:

Chastity Mays, President (4)
Frances Anterola, Vice President (1) (attended on Zoom)
Philip Brown (1)
Barbara Levine, Treasurer
Susan Tulis, Secretary (2)
Julian Pei (1)
Roland Person
Don Prosser (1)
Candice Watson (3)

Absent:

None.

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

Visitors or Guests.

None.

President's report.

None.

Secretary's report.

1. Approval of the February 12, 2025, Board Meeting minutes. Mr. Person motioned to approve the minutes. Ms. Tulis seconded the motion. The motion carried with unanimous approval.
2. Approval of the February 12, 2025 Closed Session minutes. Mr. Prosser motioned to approve the minutes. Ms. Levine seconded the motion. The motion carried with unanimous approval.

Correspondence and communications.

1. Ms. Robertson noted that the board's Economic Interest Statements receipts were available.
2. Mr. Prosser reported that a response from Mr. Barker regarding the Greenfield estate should be received by Friday, March 14. Mr. Prosser will forward a copy of the letter to Ms. Robertson to share with the board.

Financial report.

1. Approval of the bills payable up to and including March 12, 2025, through April 9, 2025. Ms. Tulis motioned to approve the bills payable. Mr. Person seconded the motion. The motion carried with unanimous approval.
2. Acceptance of the financial report for February 2025. Ms. Hall Grosshenrich reported that the City of Carbondale sent the library its final property tax payment for Fiscal Year 2025. Mr. Prosser motioned to approve the financial report. Mr. Person seconded the motion. The motion carried with unanimous approval.

Librarian's report.

1. Building and maintenance.
 - a. Roof and HVAC project. In response to concerns about the HVAC project timeline, Chris Howard from Hafer explained that the main library space would likely experience only 1-2 days of service interruption once units arrive (approximately 6 weeks after ordering), while administrative areas' work could potentially be delayed until fall when temperatures moderate since the current cooler remains functional.
 - b. Due to patron and staff requests, the library added a free public phone in the north foyer for calls within the U.S. The phone does not accept incoming calls.
2. Other.
 - a. Librarians are exploring digital options such as Libby due to the rising costs of Hoopla.

Committee reports.

None.

Unfinished business.

None.

New business.

1. Approval of renewal of the SIUCU Term Share Certificate. Mr. Pei motioned to renew the SIUCU Term Share Certificate, pending rate confirmation. Ms. Mays seconded the motion. The motion carried with unanimous approval.
2. Approve revised Patron Conduct Policy. Mr. Prosser motioned to approve the revised Patron Conduct Policy, now called Library Rules and Expectations. Ms. Tulis seconded the motion. The motion carried with unanimous approval.

Other.

1. Patron behavior.
None.

Adjournment.

Ms. Mays adjourned the meeting at 5:04 p.m.

Respectfully submitted:

Susan Tulis, Secretary

Prepared by: Jennifer Robertson, Library Director

Board Meetings for 2025. Board Meetings are held on the second Wednesday of each month at 4:30 p.m. in the Carbondale Public Library meeting room unless noted. Agendas for regular Board Meetings are posted on the Library website no later than forty-eight (48) hours before the meeting date at links.carbondalepubliclibrary.org/agenda

Meeting Dates. January 8, February 12, March 12, April 9, May 14, June 11, July 9, August 13, September 10, October 8, November 12, & December 10