

## MINUTES

### **Call to order.**

Ms. Mays called the meeting to order at 4:29 pm.

### **Roll call.**

Chastity Mays, President (2)

Frances Anterola, Vice President

Philip Brown

Julian Pei

Roland Person

Don Prosser

Aimee Trojnar

### **Absent**

Barbara Levine, Treasurer (2)

Susan Tulis, Secretary (3)

### **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 August 13, 2025, Board Meeting minutes. Mr. Brown moved to approve the minutes. Ms. Trojnar seconded. Ms. Anterola moved to amend with a minor correction. Mr. Brown accepted the amendment. The motion carried with unanimous approval.

### **Correspondence and communications.**

1. Ms. Robertson shared a letter from Barbara Levine resigning from the Library Board of Trustees.

### **Financial report.**

1. Approval of the bills payable up to and including September 10, 2025, through October 8, 2025. Mr. Prosser moved to approve the bills payable. Ms. Anterola seconded the motion. The motion carried with unanimous approval.
2. Acceptance of the financial report for August 2025. Ms. Mays moved to approve the financial report. Ms. Trojnar seconded the motion. The motion carried with unanimous approval.

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

1. Building and maintenance.

- a. Ms. Robertson reported that the contractor projected a start date of October 15, 2025, at the HVAC and roof project progress meeting. Building closure dates during construction have not yet been determined.
  - b. Additional updates from the meeting include approval of the construction schedule, ongoing review of HVAC submittals, and selection of "Sierra Tan" color for roof trim.
2. Personnel.
- a. Ms. Robertson reported that the social work position has been challenging to fill. An employment offer has been extended to a candidate, and she is awaiting a response. Ms. Mays recommended changing the position to include community health workers.
  - b. The new adult programming librarian, Anna Petrelli, will begin on September 16.
  - c. Teen and youth program coordinator Quinn Vana has resigned to take a cataloging position at IHLS. We are currently accepting applications to fill the position.
3. Other. None.

**Committee reports.**

1. Approval of minutes from the September 2, 2025, Personnel Committee meeting.
  - a. Mr. Prosser moved to approve the minutes with a minor revision. Mr. Person seconded the motion. The motion carried with unanimous approval.
2. Approval of minutes from the September 2, 2025, Five-Year Planning Committee meeting. Mr. Brown summarized the committee's work, including the community survey. He encouraged the Board to consider distribution methods such as civic organizations, a table at the farmer's market, online platforms, email to library cardholders, signage, and cards with QR codes. Ms. Anterola moved to approve the minutes. Ms. Mays seconded the motion. The motion carried with unanimous approval.

**Unfinished business.** None.

**New business.**

1. Accept the resignation of Library Trustee Barbara Levine. Mr. Person moved to accept the resignation with regret. Ms. Anterola seconded the motion. The motion carried with unanimous approval.
2. Treasurer election. Mr. Prosser moved to elect Julian Pei as Treasurer. Ms. Trojnar seconded the motion. The motion carried with unanimous approval.

**Other.**

1. Patron behavior. Ms. Robertson reported on a domestic violence incident involving a patron who was yelling at his partner in the library. The patron was asked to leave, broke the library door upon exiting, and reentered the building, requiring police intervention. Mr. Prosser moved to ban the patron for six months and require payment for door repairs as a condition of reinstatement. Mr. Pei seconded. The motion carried with unanimous approval.

**Adjournment.**

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

**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](https://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