

Mattoon Public Library Board of Trustees
Kinzel Room, Mattoon Public Library
October 5, 2015

Present: Dean, Gill, Kimberlin, Rankin, Rogers, Seaman, Stevens and Wylie. Also present staff members Franklin and Nonaas.

President Seaman called the meeting to order at 5:14 p.m. in the Kinzel Room at the Mattoon Public Library, Mattoon, IL.

Visitors: Justin Grady

Minutes, Financial Report, Circulation Report and Staff Report (attached): Approval of the minutes of the September, 2015 MPL Board Meeting deferred to November. Treasurer's Report for September 2015 discussed and filed for audit. Questions related to additional detail on specific line items. Circulation Report for September 2015 distributed for informational purposes. Discussion focused on MPL as it compares to national trends with libraries. Librarian's Report for September 2015 was distributed for information purposes. Additions to the report included the announcement that the October electronic newsletter had been sent. Franklin also shared that former trustee Clint Mausehund passed away last week. MPL sent flowers and will send representation to the service.

Bills: Poll to pay – Unanimous in favor.

Discussion:

- A. *2016 Board Meeting Calendar:* Director Franklin distributed possible schedules for next calendar year. Members indicated potential conflicts and by consensus agreed on the 2nd Monday of the month as the best date overall.
- B. *2016 Holiday Calendar:* Director Franklin distributed a draft holiday schedule for MPL closings. She clarified that the calendar is similar to the City's calendar since MPL is a department of the City and therefore expected to provide comparable holidays to staff.
- C. *Alley Problems and Concerns:* Director Franklin sought direction on the best way to handle patron complaints about the inability to access the book drop and handicap parking spots in the alley. Recommendations from trustees and guests included speaking with city officials about the challenges and asking them for support in remedying the issues as funds become available. Franklin and her staff will offer apologies for the experience to those patrons who approach them with issues. Patrons will be encouraged to contact the city as well.
- D. *Creating a Strategic Plan that included fundraising and measurable goals:* Trustees discussed the groundwork necessary to prepare for the process. President Seaman will appoint a committee prior to the November meeting. That committee will begin meeting and provide the basis for more discussion at the November meeting.

Approval:

- A. *2016 Board Meeting Calendar*: Motion to establish meetings for 2016 on the 2nd Monday of each month (Rogers/Rankin). Motion carried (unanimous).
- B. *2016 Holiday Calendar*: Motion to accept the holiday schedule as presented (Kimberlin/Dean). Motion carried (unanimous).

Motion to Adjourn:

6:10 PM (Dean/Rankin). Motion carried (unanimous).

The next Mattoon Public Library Board of Trustees Meeting will be held on Monday, November 2, 2015 at 5:15 PM in the Mattoon Public Library Kinzel Room, Mattoon, IL

Respectfully submitted,
Barbra Wylie
Secretary