

Mattoon Public Library Board of Trustees
Minutes: June 13th, 2016, 5:15 pm.
Kinzel Room, Mattoon Public Library

Call to Order:

The meeting was called to order. Those in attendance were Rogers, Dean, Kimberlin, Rankin, Karpus, Ray and Grady. Also, present staff member Nonaas.

Visitors:

Marlene Frost, library patron with interest in supporting and become more involved with the operations of the library. Regular user of the facility since 1956. Loves the library, wants it to continue to serve our community.

Minutes, Financial Report, Circulation Report and Librarian's Report (attached):

Board minutes were submitted for approval from the April 25th, 2016 meeting, No corrections suggested. Motion to approve. (Karpus/Dean) unanimous.

Financial report for April 2016 was discussed and filed for audit. Treasurer pointed out, this is the first time since he has been on the board that expenses did not exceed income in the monthly statement. Thanked Wenche and the staff for their fiscal restraint.

A new circulation report format, for April 2016 was reviewed. Much leaner and concise, overall the report was easier to understand. A few tweaks were suggested. Our trend continues downward

Librarian's report for May/June (see attached) was shared. Discussion followed on the preparations to put the roof specifications and scope of work out to bid, challenges finding some files and records, State Library Construction Grant to help with roof replacement of \$35,000 has been awarded, Book Buggy is running smoothly, First 2 Movies in the Park went well and were very well attended, Summer Reading program number are strong again, challenge for the library with only 8 operating computers available for public use, down from 24, not in budget for replacement.

Bills: Poll to pay – Unanimous in favor.

Board Development/Strategic Planning:

Trustees had received all applications from our request for proposals, seeking assistance in creating a strategic plan, conducting board development and preparing for a director search. Four trustees will be conducting interviews with our top contenders. Motion was made, (Dean/Ray) to give the committee the authority to reach

an agreement on selection and to negotiate a final scope & cost. Passed unanimously, everyone agreed we need to keep this ball rolling!

Discussion:

Discussed continued participation in the non-resident fee program, a required act by the State. All agreed that we need to continue this program. (Grady/Dean). Wenche mentioned Reader Bridge, a program that assists the poor with accessing library services.

Officers for the board were elected. President – Dean, Vice President – Kimberlin, Secretary – Grady, Treasurer – Karpus. Those board members who terms are set to expire will be passed on to the mayor for board retention.(Ray/Rogers)

Motion to adjourn to executive session. (Rogers/Rankin)

Other Matters: Upon return from executive session, no action was taken.

Adjournment: (Grady/Kimberlin)