

MATTOON PUBLIC LIBRARY BOARD OF TRUSTEES

MINUTES: September 10, 2018 @ 5:15 PM, Kinzel Room, Mattoon Public Library

Board Members Present: Justin Grady, Greg Ray, Candy Rankin, Laura Glenn, Teresa Righter, Phyllis Karpus, Chris Pilson, Jen Bullock

Board member Absent: Clay Dean

Staff Present: Carl Walworth, Wenche Nonaas

Others Present: None

Consent Agenda: Motion by Ray, Second by Rankin to approve Consent agenda, which consists of bills, treasurer's report, circulation report, minutes from August 2018. Motion Carried.

Action Items:

1. Motion by Karpus, Second Righter to approve Credit Card use policy as proposed. Motion Carried
2. Motion by Ray, Second Karpus to approve revised agreement with Southeastern Illinois Community Foundation for library fund housed with the foundation. Motion carried.
3. Motion by Karpus, Second by Pilson to approve job description for position of Community Engagement Director and related revisions to 2018-19 budget. Motion Carried.

Director's Report: Written report summarizing August operations submitted in advance. Board discussed email from city of Mattoon regarding public officials liability insurance. Attorney Ray said he is satisfied library board is covered under the city's insurance policy.

Committee Reports: Set a fundraising committee meeting for September 24

New Business: Discussed technology services arrangement with city of Mattoon.

Adjournment: Motion by Ray at 6:05 p.m., second by Righter. Motion approved.