

MATTOON PUBLIC LIBRARY BOARD OF TRUSTEES

MINUTES: November 12, 2018 @ 5:15 PM, Kinzel Room, Mattoon Public Library

Board Members Present: Greg Ray, Candy Rankin, Teresa Righter, Phyllis Karpus, Clay Dean, Jen Bullock, Laura Glenn

Board members Absent: Justin Grady, Chris Pilson

Staff Present: Carl Walworth, Wenche Nonaas, Beth Pugh

Others Present: None

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

Action Items: Motion by Ray, Second by Karpus to Approve 2019 holiday schedule. Library will be closed on January 1, April 19, May 27, July 4, September 2, November 28, November 29, December 24, December 25, December 26, December 31. Full time staff receives 2 other paid holidays, which include the employee birthday (to be taken within 2 weeks of birthday) and a floating holiday. Motion Carried

Motion by Karpus, Second by Bullock to match up to \$1,000 in employee contributions to the employee's Health Savings Account for those who choose the high deductible option during the first year of the offering, which starts January 1.

Discussion Items:

Had general discussion of the library's annual fundraiser. The net total currently is at \$13,708 and may increase as checks continue to come in. One suggestion for next year is to have a coat rack. Director Walworth to send our thank you notes.

Walworth reported that pages in the city audit that pertain to the library are included in the board packet. Board members with questions should call Racheal Sudkamp at Doehring, Winders & Co.

Rankin reported on trip to Illinois State Historical Society event at the Governor's Mansion in which library was recognized for 125 years of service.

Director's Report

Walworth reported the library received and replied in a timely manner to a Freedom of Information Act request.

Walworth reported that Dean Barber, the city's public works director, put together a bid packet and is advertising for bids for tuckpointing/power washing of the library. Bids are due December 5.

Community Engagement Director Beth Pugh reported on new items on the library calendar, including a kids cooking class.

Walworth said October was an outstanding month, both in programming and in circulation numbers. Total circulation exceeded the prior year for the first six months of the fiscal year.

The board directed staff to move some of the savings account money into a certificate of deposit.

There was discussion around handling of increasing number of parents with toddlers who spend days in the library.

New Business: None

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