

MATTOON PUBLIC LIBRARY BOARD OF TRUSTEES

MINUTES: January 14, 2019 @ 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, Justin Grady, Chris Pilson

Board members Absent: None

Staff Present: Carl Walworth, Wenche Nonaas, Beth Pugh

Others Present: None

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

Program Update: Community Engagement Director Pugh reported on the success of the 3-day STEAM camps for elementary and middle school youths. She also noted that the upcoming Kids in the Kitchen Class, a collaborative effort with Fit-2-Serve and the Cooperative Extension service, is filled with 20 youth and 33 total participants.

Building Plan: Motion by Ray, Second by Glenn to approve building project that moves the director and assistant director offices to first floor. The project includes expansion of the local history room in the basement area. Three interior walls are to be added. Materials cost estimate is \$5,000 plus adding a drop for director's computer. Library staff will provide labor. Motion Carried

Director's Report: The board received a summary of the 2019 fundraiser with revenue of \$21,418; expenses of \$1,496 and net proceeds of \$19,921.

Director Walworth provided an overview of revenue and expense projections through April 2020 along with a facility plan that includes a window project in 2020. He also reviewed the staff performance review/pay increase process for 2020 with base pay increasing about 4 percent. The payroll schedule will change to 26 pay periods per year (currently is 12 per year).

Walworth said the Per Capita grant application has been submitted to the Illinois State Library and the \$40,000 TIF grant application for the tuckpointing project has been submitted to the City of Mattoon. Work is in progress on a \$35,000

Family Literacy Grant and a grant that would send the library director to a state conference.

Walworth reported the Exchange Club has inquired about helping light the flagpole in the front lawn.

Executive Session: Motion by Karpus, second by Righter to go into executive pursuant to 5ILCS/120(2)(c)(2) to discuss appointment, employment, compensation, discipline, performance or dismissal of a specific employee of the Mattoon Public Library under Section (2) (C) (1) at 6:20 p.m.

Motion by Ray, second by Karpus to come out of executive session at 6:37 p.m.

Motion by Ray, second by Karpus to adjourn at 6:37 p.m.

Next meeting is February 11 at 5:15 p.m.