

Mattoon Public Library Board Meeting Agenda

January 13, 2025

5:15 p.m. Kinzel Room, Mattoon Public Library

Call to order

1. Reception of visitors

Members of the public are invited to speak to the board. Comments are to be limited to three minutes or less. Due to open meetings act restrictions actions may not be taken on items not already on the agenda. Action may be deferred to a later board meeting.

2. Consent Agenda

Items listed on the Consent Agenda will be passed by a single motion unless a Board Member requests an item(s) to be considered separately.

- a. Minutes of the previous board meeting
- b. Bills
- c. Treasurer's Report
- d. Circulation Report

3. Action item

- a. Consider authorizing electrical upgrade in stairwells and elevator.
- b. Consider engaging a consultant to represent the library in erate reimbursement.

4. Program Report

- a. Field trips
- b. Literacy and family strategies programs
- c. History Center Saturday hours

5. Director's Report

- a. Org chart, job descriptions, job titles and duties
- b. Collection items (Spanish, digital, of things)
- c. Building items (leaky pipe)
- d. Friends annual meeting
- e. Budget update

6. New Business

7. Executive Session

Members of the Board of Trustees adjourn to executive session to discuss matters per section 5 ILCS120/2 (C) 1, and members of the public, staff members and others are asked to leave.

8. Adjournment

Next regular board meeting is February 10 in the Kinzel Room of Library at 5:15 PM.

