

## MATTOON PUBLIC LIBRARY BOARD OF TRUSTEES

**MINUTES: December 5, 2024 @ 5:15 PM,** Kinzel Room, Mattoon Public Library

**Board Members Present:** Phyllis Karpus, Laura Huddleston, Jacob Kimery, Teresa Righter, Laura Glenn, Harold Pettigrew, Karin Edwards, Clay Dean, Greg Ray

**Board Members Absent:** None

**Staff Present:** Carl Walworth, Beth Pugh, Mary Ashley Dotson

**Consent Agenda:** Motion by Dean, second by Huddleston, to approve consent agenda, which consists of November meeting minutes, vendor report, treasurer's report and circulation report. Motion carried.

**Action items:** Motion by Karpus, second by Huddleston to approve quote from Commercial Refrigeration for replacement of a pump for \$8902. Motion carried with Dean voting no.

Motion by Huddleston, second by Glenn to approve 2025 holiday building closure schedule as presented. Motion carried.

**Programming:** Deputy Director Pugh reported that the library has hosted several field trips from local entities on the second floor; she reported on activities of the family literacy and family strategies programs and noted the Saturday morning hours of the Local History Center.

**Director's Report:** Director Walworth acknowledged the six-plus years of service of Deputy Director Pugh. Walworth said annual employee performance reviews are in process. Walworth provided a report on where the Mattoon library stands on the Standards for Illinois Public Libraries. There was follow up on the annual fundraiser. One suggestion for next year is a tip jar for the bartenders. Walworth reported the library received a \$2430 grant from the community foundation in Champaign for materials in Spanish. The library is adding pickleball paddles to its collection. The library is working with IHLS to catalog items in the history center. The board received in its packet a historical summary of the real estate tax levy. The estimate for the taxes to be collected in the summer/fall of 2025 is for a 4.2 percent increase. There was discussion about candidates for employment being considered to replace Pugh, including potential roles/responsibilities. The discussion included adding a community member with substantial experience who wants to volunteer.

**Executive Session:** Motion by Dean, second by Huddleston to go into executive session at 6:25 p.m. Director Walworth leaves the meeting. The board discusses evaluation of the director and compensation for 2025.

Motion to adjourn executive session made by Karpus, second by Edwards. Motion called for a vote. Motion carries. The board returns to open session at 6:36.

**Open Session:** Motion by Ray, second by Dean to establish director pay for 2025, including bonus and a fourth week of paid vacation. Motion carries.

**Adjournment:** Dean moves to adjourn the meeting. Second by Karpus. Motion called for a vote. Motion carries. Meeting adjourned at 6:37.

Next meeting date: January 13, 2025