Mattoon Public Library Board Meeting Minutes

September 14, 2026 5:30 p.m.
Call to order at 5:30

Board Members Present: Teresa Righter, Laura Huddleston, Harold Pettigrew, Christina Krost, Greg Ray, Phyllis Karpus, Lorraine Malmborg, Jamie Golladay

Board Members Absent: Jacob Kimery

Staff Present: Carl Walworth, Abby DeBuhr

Visitors Present: none

Consent Agenda: Motion by Righter, second by Pettigrew, to approve consent agenda, which consists of August meeting minutes, vendor report, treasurer's report and circulation report. Motion carried.

Action items:
Motion by Karpus, second by Righter,
to approve agreement with Farnsworth Group to design, prepare bid documents and oversee construction of window replacements in original part of building (Building envelope, 1970s window replacement in Farnsworth building assessment) for $47,100. Motion carries.

Motion by Righter, second by Pettigrew,
to approve adoption of updated programming policy. Motion Carries.

Motion by Pettigrew, second by Righter,
to drop Golden Rules for Library Board members and memorial forms from policy list. Motion Carries.

Discussion:
Carl gives status report on the building report.
Jim Wallace of the Coles-Moultrie Electric Cooperative followed up to let us know the co-op has continued interest in participating in low-interest loan through USDA when needed.
Scott Burge of Farnsworth group told us they are making steady progress on HVAC design. They hope to have something to present soon. We're expecting something in 60 days before they put it out to bid.
Alyson Grady Dept of Commerce and Community Affairs, Carl reached out to see if she would help him look into grant sources, and she may give Carl some introductions. She thinks there will be grant funding for accessibility or safety issues. The hope is that we can find grant funding in lieu of taking out credit.
Capital Plan: we're on track to launch a public campaign by the end of November after talking to some people with experience launching similar projects. Carl may reach out to board members to reach out to their contacts. Part of this process is naming things, like stacks in the library, and

a draft proposal on possible idea will be forthcoming. Carl will be looking for feedback from board and donors
Looking at page 16 of the Farnsworth Report, discussed which parts of the project are higher and lower on the order of concerns. Discuss budget for the projects. Carl included a preliminary budget in the meeting packet. We looked at that together.
Some of the higher order concerns are in the Preliminary budget that Carl included in the meeting packet. Window replacement 1990 is a lower order concern. For bathrooms, Option 1 is looking like the preferable remodel option. Basement bathrooms is hopefully a yes (Carl). Used Bookstore 1 is something we are looking at. Several options are not being considered including New Stair Tower, Bathroom option 2, used bookstore 2.
Bringing door up to ADA Compliance is something that we hope to find a grant for. Staff is open to the options for bringing the door up to ADA compliance.
When the elevator was upgraded last year, we did not have heat detectors in some areas of the building, and we could add that to our project list at this time, as well as replacing elevator mechanisms, but we are already stretching our budget as is.
Edwin Hampton left us a percent of his estate, and the estate has found another account that we will be entitled to part of, which will go to our projects.
Carl got a nice note today from the Marshall Library Board that had a meeting at our library recently, and Allison from Marshall thanked us for providing a tour and complimented our "fantastic" library.

Program Report:
For August we had Jay Daniels. Attended by thirty People. Community Crossroads, where community vendors were invited to come and sell their products, was very successful. It was done during cruising Broadway and plan to do it again. Stacy and Laura Severson led the event. Learn One Lead One with Angela Hampton had a good turnout.
The newsletter is full due to the fullness of the schedule. Abby feels we are doing a great job of engaging with partners and the community.
We are still without a volunteer coordinator, and the staff is looking into what to do with that position (open it up or transition the duties to an existing staff member).
(Abby) Annual fundraiser committee has met. Food and music are booked. Silent auction items need to be collected. Feel free to donate or reach out to contacts who may want to donate, but let Abby know if you have to avoid overlapping requests. Tickets are on the schedule to be printed.
Douglas Hart has received a tree grant and is actively ordering and planting trees in the community. They have ordered us a Redbud to replace our unlucky ash tree. The Pollinator Garden will be going forward in the spring. We will ask Scott if construction will disturb these plans.
Abby eRecycled some old equipment that we are happy to see go.

Director's Report:
Some landscaping was completed where the sidewalk was repaired by the city.
Assessment of library HR practices compared to suggested ILA library standards and assessment of library marketing compared to suggested ILA library standards are in the packet. We stand up

well to the standards. Branding is something that we can improve on soon as the building is worked on.
Chris is in California.
Abby and Jamie will be in Alabama this week at the ARSL Conference. We received a grant that requires two participants at the conference. They will bring back what they learn.

Adjournment: Motion by Righter, second by Karpus to adjourn at 6:20 p.m. Motion carried.