

Meeting Location: Conference Room, Library, 550 Sixth St., Carlyle, IL 62231

Board Members Present:

Frank Buckingham – President

Cheryl Brinkmann

Darren Tracy – Vice President

Chris Cox

Michelle Scott – Secretary

Don Perez-City Liaison

Absent: Whitney Luebbers (excused), Michelle Scott (excused)

Also Present: Keith Housewright (library director)

- I. Call to Order, Roll Call, and Introduction of Guests
 - a. The meeting was called to order at 7:05 PM
- II. Pledge of Allegiance
- III. Meeting Minutes-July 1, 2019
 - a. item V.e. was amended to read “Darren made a motion ***to approve*** the library bills as presented (and previously paid) and ***to*** approve the treasurer’s report.”
 - b. Cheryl made a motion to approve the meeting minutes
 - i. Darren seconded the motion
 - ii. All were in favor and the motion passed
- IV. Treasurer’s Report
 - a. Chris made a motion that the recently retired Jane Bullock be removed from all financial responsibilities associated with Treasurer of the Library Board and to remove her name from all library accounts and that the Vice President (Darren Tracy) be authorized to be a signature on all library financial accounts.
 - i. Don seconded the motion
 - ii. All were in favor and the motion passed
 - b. Library Bills
 - c. Income/ Expenditures
 - d. Bank Statements
 - i. There was discussion about the CD coming mature on August 6th.
 - ii. Don made a motion to renew the CD coming mature on August 6th with the Bank of Hillsboro for another year at the best possible rate.
 - iii. Darren seconded the motion
 - iv. All were in favor and the motion passed
 - e. **Chris made a motion to accept the library bills as presented (and previously paid) and to approve the treasurer’s report**
 - i. **Cheryl seconded the motion**
 - ii. **All were in favor and the motion passed**
- V. Library Director’s Report
 - a. Utility Report

- i. Our library continues to be efficient, and utilities are currently under budget
 - b. Library Statistics
 - c. Report on **July** Events
 - d. YS Report
 - i. Child attendance at Summer Reading Program doubled this year, and adult attendance more than doubled. In addition to participation in the program itself, there was also increased attendance for the acts.
 - e. August Library Schedule
 - i. Aug 2 – 9:15a – Story Time
 - ii. Aug 7 – 4p – Puffy Paint Art
 - iii. Aug 8 – 4p-Dungeons & Dragons
 - iv. Aug 9 – 4p – Book Lover’s Day-DIY Bookmark
 - v. Aug 10 – 11a-Reading with Mimi Book Tasting Event
 - vi. Aug 12 – 5p – Engineering 101
 - vii. Aug 13 – 9:15a –Story Time
 - viii. Aug 13 – 5p – Design a Maze
 - ix. Aug 15 – 6p – Disaster Island LEGO Challenge
 - x. Aug 20 – 9:15 – Story Time
 - xi. Aug 20 – 5p – STEAM Ahead
 - xii. Aug 21 – 4p-Jr. Book Club
 - xiii. Aug 21– 5p – YA Book Club
 - xiv. Aug 22 – 4p – Dungeons & Dragons
 - xv. Aug 27 – 9:15a – Story Time
 - xvi. Aug 28 – 5p – Youth Advisory Board
 - xvii. Aug 29 – 4p – Geoboard STEAM Challenge
- VI. Standing Committee Reports/ Other Reports
 - a. City Council Liaison – none provided
 - b. Friends of CHPL
 - i. Next meeting is August 10 at 10am (Trip to STL Public Library)
- VII. Public Comment - none
- VIII. Old Business
 - a. Library Board appointments – Frank has contacted several people and will keep the board updated
 - b. Library T-Shirts-Keith is looking in to these
- VIX. New Business
 - a. Library CD-This item was discussed in the Treasurer’s Report
- VX. Personnel Committee – Closed Session – NOT NEEDED
- VXI. Adjournment.
 - a. **Darren made a motion to adjourn at 8:14 pm**
 - i. **Don seconded the motion**
 - ii. **All were in favor and the motion passed**
 - b. Next meeting **Tuesday**, September 3, 2019 at 7pm

August 2019

Respectfully,

Michelle Scott, Secretary