

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

Board Members Present:

Frank Buckingham – President

Don Perez – City Liaison

Darren Tracy – Vice President

Whitney Luebbers

Jane Bullock – Treasurer

Cheryl Brinkmann

Michelle Scott – Secretary

Tara Woods

Absent: Chris Cox

Also Present: Keith Housewright (library director)

- I. Call to Order, Roll Call, and Introduction of Guests
 - a. The meeting was called to order at 7:00 PM
- II. Pledge of Allegiance
- III. Meeting Minutes – May 6, 2019
 - a. **Jane made a motion to approve the meeting minutes**
 - i. **Cheryl seconded the motion**
 - ii. **All were in favor and the motion passed**
- IV. Treasurer's Report
 - a. Library Bills
 - b. Income/ Expenditures
 - i. At the end of fiscal year 2018/2019, our expenditures amounted to **95.6%** of our budget
 - c. Bank Statements
 - d. One of our CDs is coming due on August 6. We need to consider what to do with the balance (\$10,132.02)
 - e. Keith will look into whether we need
 - i. **Michelle made a motion the library bills as presented (and previously paid)**
 1. **Darren seconded the motion**
 2. **All were in favor and the motion passed**
- V. Library Director's Report
 - a. Utility Report
 - b. Library Statistics – our statistics continue to trend in the positive direction as new patrons continue to come to the library
 - c. Report on **May** Events
 - d. Annual Report to the City of Carlyle
 - i. We have seen a positive trend over the past year in number of programs and attendance in adult, teen and children's programs as well as the number of items circulated (books, videos and renewals)
 - e. YS Report – written report provided during meeting

- i. May was a very busy month and there was a lot of final planning for the summer reading program and kickoff party
 1. The summer reading program kickoff party was a big success and included bounce houses, dippin' dots (fundraiser), hot dogs, water balloons, DJ'd music, and lots of games. It is estimated that at least 150 people that attended the kickoff party. Many people signed up for library cards as well
 - ii. STEAM Program – working with the Corps of Engineers and the City Parks Department
 1. Starts June 6th with SCIENCE and goes for 4 weeks
 2. June 20 – National Bald Eagle Day
 - iii. There is a new App that patrons can use which will send them a message about which programs are happening in the library.
- f. June Library Schedule
1. June 1 – 11a – Sumer Reading Program Kickoff Party
 2. June 3 – 4p – Coding 101
 3. June 4
 - a. 9:15 – Story Time
 - b. 2p – Celia's Sing-a-long (SRP_
 4. June 6 – 2p – STEAM CAMP
 5. June 10 – 5p – Design your Tea for Teens
 6. June 11 – 915 – Story Time
 - a. 2p – Mad Science – SRP
 7. June 12 – 5p – DIY Aquarium Craft
 8. June 13 – 2p – STEAM CAMP
 - a. 4p – Dungeons and Dragons
 - b. 5p – LEGO Club
 - c. 7p – Carlyle Police Department Scam Prevention program
 9. June 14th – 3p – Glue Art
 - a. 4p – Down on the Dairy Farm
 10. June 17 – 4p – Exploring Circuits
 11. June 18 – 915 – Story Time
 - a. 2p – Rusty Pliers
 - b. 5p – STEAM ahead
 12. June 19 – 4p – Jr. Book Club
 - a. 5p – YA Book Club
 13. June 20 – 10p – Bald Eagle Story Time and Craft with Corps of Engineers
 - a. 2p – STEAM CAMP
 - b. 5p – Make your own ice cream soda
 14. June 21 - 3p – Tie Dye Shirts
 - a. 6p – Royal Hour
 15. June 24 – 4p – Robotics 101
 16. June 25 – 915 – Story Time
 - a. 2p – Fred and His Feathered Friends (SRP)

- b. 4p – Perler Beads Craft
- 17. June 26 – 5p – Youth Advisory Board
 - a. 7p – Carlyle Book Club – “Hidden Figures”
- 18. June 27 – 2p – STEAM CAMP
 - a. 4p – Dungeons and Dragons
- 19. July 9 – 2p – Twisty and Bounce (SRP)
- 20. July 16 – 2p – Chef Bananas (SRP)
- VI. Standing Committee Reports/ Other Reports
 - a. City Council Liaison
 - b. Friends of CHPL
 - i. Next meeting June 8 at 10am
- VII. Public Comment - none
- VIII. Old Business
 - a. Library Board appointments
 - i. Officer election occurs at the next meeting. We will need to re-elect all officers including a *new Treasurer*. The President, Vice-President and Secretary have said that they are willing to serve another term.
 - ii. We also need a new trustee. Several names were brought up as potential candidates
- IX. New Business
- X. Personnel Committee – Closed Session – NOT NEEDED
- XI. Adjournment.
 - a. **Darren made a motion to adjourn at 7:37p**
 - i. **Michelle seconded the motion**
 - ii. **All were in favor and the motion passed**
 - b. Next meeting **Tuesday**, July 2, 2019 at 7pm
 - i. *NOTE THE CHANGE FROM REGULAR MEETING DATE*

Respectfully,

Michelle Scott, Secretary