

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

Board Members Present:

Frank Buckingham – President	Whitney Luebbers
Darren Tracy – Vice President	Cheryl Brinkmann
Michelle Scott – Secretary	Chris Cox

Absent: Tara Woods (excused), Don Perez (city liaison)

Also Present: Keith Housewright (library director)

- I. Call to Order, Roll Call, and Introduction of Guests
 - a. The meeting was called to order at 7:10 PM
- II. Pledge of Allegiance
- III. Election of Officers – President, Vice-President, Secretary and Treasurer
 - a. **Chris made a motion that the President, Vice-President and Secretary, who have all expressed willingness to continue to serve, be re-appointed to their positions.**
 - i. **Whitney seconded the motion**
 - ii. **All were in favor and the motion passed**
 - b. The Treasurer’s position remains open for now
- IV. Meeting Minutes – June 3, 2019
 - a. **Cheryl made a motion to approve the meeting minutes**
 - i. **Chris seconded the motion**
 - ii. **All were in favor and the motion passed**
- V. Treasurer’s Report
 - i. There was discussion about the duties of the Board Treasurer as we look for a board member to replace Jane Bullock’s position.
 - ii. One of our CDs is coming due on Aug 6. Frank will look into available rates for shorter term (12-18 months) CDs from local banks.
 - iii. We will review May and June bills at the August meeting
 - b. Library Bills
 - c. Income/ Expenditures
 - d. Bank Statements
 - e. **Darren made a motion the library bills as presented (and previously paid) and approve the treasurer’s report**
 - i. **Cheryl seconded the motions**
 - ii. **All were in favor and the motion passed**
- VI. Library Director’s Report
 - a. Utility Report
 - i. Our library continues to be efficient, and utilities are currently under budget
 - b. Library Statistics

- i. Keith is looking into the EDGE assessment which will help us to compare ourselves to other libraries and to help us to develop benchmarks and goals for the future. This program is subsidized in some areas, but not in Illinois. Keith is looking into options so that we may have access to this program
 - 1. More information here: www.libraryedge.org
 - c. Report on **June** Events
 - d. Annual Report to the City of Carlyle
 - e. YS Report
 - i. There were 1216 recorded attendees for YS events this month (this includes the Summer Reading Program, which nearly doubled in attendance from the previous year)
 - f. July Library Schedule
 - i. July 2 – 915a – Story Time
 - ii. July 3 – 4p – create your own firework masterpiece
 - iii. July 4 – Closed
 - iv. July 8 – 5p – Straw Airplanes
 - v. July 9 – 915a – Story Time
 - vi. July 9 – 2p – SRP Twisty and Bounce – balloon twisting fun
 - vii. July 10 – 4p – Coding 101
 - viii. July 11 – 2p – Steam Camp
 - ix. July 11 – 4p – Dungeon’s and Dragons
 - x. July 16 – 915 – Story Time
 - xi. July 16 – 2p – SRP – Chef Bananas
 - xii. July 16 – 5p – STEAM ahead
 - xiii. July 17 – 4p – Jr. Book Club (6-8th grade)
 - xiv. July 17 – 5p – YA book club
 - xv. July 18 – 5p – Robotics 101
 - xvi. July 19 – 4p – Geoboard STEAM challenge
 - xvii. July 22 – 5p – Exploring Circuits
 - xviii. July 23 – 915 – Story Time
 - xix. July 23 – 4p – Egg Drop STEAM Challenge
 - xx. July 24 – 4p – All About Amelia Earhart
 - xxi. July 24 – 5p – YA book club
 - xxii. July 25 – 4p – Dungeons and Dragons
 - xxiii. July 25 – 4p – Puffy Paint Art
 - xxiv. July 26 – 5p – Egg Carton Flowers
 - xxv. July 29 – 4p – Straw Rockets
 - xxvi. July 30 – 915 – Story Time
 - xxvii. July 30 – 5p – Design an Umbrella STEAM challenge
- VII. Standing Committee Reports/ Other Reports
 - a. City Council Liaison – none provided
 - b. Friends of CHPL
 - i. Next meeting is July 13 at 10am
- VIII. Public Comment - none

- IX. Old Business
 - a. Library Board appointments – several names were brought up for consideration and will be contacted as needed by Frank.
- X. New Business
 - a. Keith provided an example of a book purchased with the Vonhamme donation, which includes a placard/ sticker “in memory of Marianne “Mimi” Vonnahme.
 - b. Aug 10 – Planned reading afternoon at the library and recognition of the Vonnahme family
 - c. Cheryl mentioned that it would be nice for Board members to have shirts which they can wear to events designating us as Trustees. Keith will look into this
- XI. Personnel Committee – Closed Session – NOT NEEDED
- XII. Adjournment.
 - a. **Darren made a motion to adjourn at 8:10 pm**
 - i. **Michelle seconded the motion**
 - ii. **All were in favor and the motion passed**
 - b. Next meeting **Monday**, August 5, 2019 at 7pm

Respectfully,

Michelle Scott, Secretary