

June Board Minutes

Minutes of Board of Trustees Meeting – June 6, 2022

Case-Halstead Public Library – Maddux Room, 550 Sixth St., Carlyle, IL 62231

Board Members Present:

Frank Buckingham - President	Valerie Nolte
Karen Jones	
Cheryl Brinkmann – Treasurer	Tom Frerker

Board Members Absent and Excused: Horacio Guzman, Darren Tracy, Angie Redeker and Jeff Taylor

Visitors Present: None

Present: Keith Housewright, Library Director

- I. Call to Order/Roll Call/ Introduction of Guests
 - a. Meeting was called to order at 7:02 PM by Frank Buckingham.
- II. Pledge of Allegiance
- III. Meeting Minutes – May 2, 2021
 - a. Tom Frerker made the motion to approve the Meeting Minutes
 - i. Karen Jones seconded the motion
 - ii. All were in favor, motion passed
- IV. Treasurer’s Report—Cheryl Brinkmann
 - a. Bills discussed – May Bills reviewed
 - b. Cheryl Brinkmann pointed out that the Revenue/Expenditures report was complete for the 12 month ending April 2022 and that the library had spent a total of 83 percent of its budget for FY2021 or \$194,773 of the \$232,572 budget.
 - c. A brief discussion ensued about Library investments (CD’s) and future investments. It was noted that one CD was due on August 1, 2022. It was agreed that unless better terms could be secured that the CD be allowed to rollover after August 1. Frank Buckingham was to attend to the CD renewal.
 - d. Keith discussed the continued upgrade of the library’s computers and the cost involved. He said a total of \$5715 had been spent to upgrade the library’s 20 computers. Valerie Nolte made a motion to approve the bills.
 - i. Tom Frerker seconded the motion
 - ii. All in favor – motion passed
- V. Library Director’s Report—Keith Housewright
 - a. Utility Report (included in packet)
 - b. Library Statistics for May (included for review in packet). Circulation numbers continue to improve and with events happening, the overall attendance numbers are up. Comparisons made in each category to 2019 statistics. The Bill Clevlen author event was well-attended.
 - c. YS Report - Story-Time has been well-attended. 58 children attended story time in May.

- d. Summer Reading Program – A Program for Summer Reading was included in the Board packet, complete with general rules and events for the Summer Reading Program 2022. The program will run June 9 through July 21 with events on most Thursday's beginning at 2pm.

VI. Standing Committee Reports/Other Reports.

- a. City Council Liaison – nothing to report
- b. Friends of the Library – will meet Saturday, June 11th at 10am, Book Sale is doing very well currently.

VII. Public Comment: None

VIII. Old Business:

- a. Stephanie Wilton was nominated for the library board filling the open vacancy when Horacio Guzman's terms ends June 30, 2022. Tom Frerker made a motion to nominate Stephanie Wilton to the Library Board for a full three-year term beginning July 1, 2022 and ending June 30, 2025.
 - i. Valerie Nolte seconded the motion.
 - ii. All in favor—motion passedKeith will forward the nomination to Mayor Smith for approval at the next City Council Meeting.

IX. New Business:

- a. A Discussion ensued about the long-term potential acquisition of library-adjacent local property to help with library parking. Frank Buckingham discussed his talk with the bank about the property and it was thought that perhaps the Library Board should talk with the city about the city of Carlyle's interest in the property.

B. Personnel Committee – No Closed Session Needed

C. Trustee Education: Facts File provides a variety of Trustee information – Board of Trustees urged to study areas independently. <http://cyberdriveillinois.com>

D. Adjournment: Karen Jones, seconded by Valerie Nolte. All were in favor – meeting adjourned at 7:50PM

NEXT MEETING: August 1, 2022 at 7:00PM

Meeting Minutes Submitted By: Keith Housewright