

March Board Minutes

Minutes of Board of Trustees Meeting – March 7, 2022

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

Board Members Present:

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

Board Members Absent: Horacio Guzman, Angie Redeker, Jeff Taylor

Visitors Present: Joel Laws, City Administrator

Present: Keith Housewright, Library Director

- I. Call to Order/Roll Call/ Introduction of Guest
 - a. Meeting was called to order at 7:00PM by Frank.
- II. Pledge of Allegiance
- III. Meeting Minutes – February, 2021
 - a. Darren made the motion to approve the Meeting Minutes
 - i. Valerie seconded the motion
 - ii. All were in favor, motion passed
- IV. Treasurer’s Report
 - a. Bills discussed – February Bills reviewed, Interest Statements reviewed
 - b. Tom made the motion to approve Library Bills/Treasurer’s Report as presented.
 - i. Cheryl seconded the motion
 - ii. All in favor – motion passed
- V. Library Director’s Report
 - a. Utility Report (included in packet)
 - b. Library Statistics for February(included for review in packet) Usage continues to improve across all noted areas. Comparisons made in each category to 2019 statistics. Online Programming to the participation numbers will be included in future reports.
 - c. YS Report - Story-Time has been well-attended. The Grab-n-Go Activities continue to be popular.
 - d. Summer Reading Program – materials ordered, programs are scheduled
 - e. Children’s Librarian
 - f. Movie Night for March 25th - approved
- VI. Standing Committee Reports/Other Reports. Policies and Procedures Committee met at 6:30PM – prior to Board Meeting. Several areas were marked for review. Keith will prepare discussed changes for next meeting. Next P&P meeting will be held prior to the April meeting to finalize changes.
 - a. City Council Liaison – Joel Laws attended for Jeff Taylor
 - b. Friends of the Library – will meet Saturday, March 12
- VII. Public Comment: no public in attendance

- VIII. Old Business:
 - a. Additional funds from the Vonnahme Family will be given to the Library – discussion of possibilities to use the funding in the Children’s Area
 - b. Search for new Youth Services Director.
 - c. Board agreed to donation of a Movie Night for Silent Auction/Fundraiser on April 2nd
- IX. New Business:
- X. a. Change in Bylaws discussed for reviews to be completed every 3 years instead of current yearly review. This change would follow current state requirement.

- XI. Personnel Committee – No Closed Session Needed
- XII. Trustee Education : Facts File provides a variety of Trustee information – Board Trustees urged to study areas independently.
<http://cyberdriveillinois.com>
- XIII. Adjournment: Darren, seconded by Valerie. All were in favor – meeting adjourned at 8:00PM

NEXT MEETING: April 4, 2022 at 7:00PM

Meeting Minutes Submitted By: Cheryl Brinkmann