

## March Board Minutes

Minutes of Board of Trustees Meeting – March 13, 2023

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

Board Members Present:

Frank Buckingham, President	Valerie Nolte
Cheryl Brinkmann – Acting Secretary	Tom Frerker - Treasurer
Angie Redeker	Stephanie Wilton
Karen Jones	

Board Members Absent: Jeff Taylor, Darren Tracy

Visitors Present:

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, 2023
  - a. Tom made the motion to approve the Meeting Minutes
    - i. Angie seconded the motion
    - ii. All were in favor, motion passed
- IV. Treasurer’s Report
  - a. Bills discussed – February Bills reviewed, Interest Statements reviewed
  - b. Cheryl made the motion to approve Library Bills/Treasurer’s Report as presented.
    - i. Stephanie 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 in packet for review)
  - c. YS Report - Story-Time attendees for month: 48
  - d. February Story Walk – 36
  - e. Book Club was moved to March due to weather. Snow White was shown with 8 in attendance.
  - f. Library Clerk (Kahre) is reducing her work hours. Possible new hire will be interviewed.
  - g. Library Telescope – Keith is researching the possibility of purchasing a telescope from the St. Louis Astronomical League .
  - h. Library Story Walk – Keith will be discussing possible sponsorship of the portable Story Walk. Motion made to proceed with purchasing materials for the walk so it is ready for use in Spring. Based on prices quoted in the estimates, the 20 frame Story Walk can be created for under \$1000. Tom made the motion to proceed in purchasing materials. Angie seconded, all were in favor.
  - i. A list of upcoming events for the Library was shared. Many events are scheduled through July including programs for the Summer Reading Program.

- VI. Standing Committee Reports/Other Reports.
  - a. City Council Liaison – due to meeting conflict, Liaison was unable to attend
  - b. Friends of the Library – Friends are sponsoring several programs for the Summer Reading Program

VII. Public Comment: no public in attendance

VIII. Old Business: Anniversary ideas discussed

IX. New Business:

- a. Budget Committee will meet on March 29<sup>th</sup> – 6:00PM

b. Library Workers Day - April 25<sup>th</sup> – Keith was authorized to spend up to \$100 on meal gift cards for the staff. Cheryl will bring cards to the April meeting for the Board to sign. Tom made the motion to spend up to \$100 for the Gift Cards, Karen seconded.

X. Personnel Committee – No Closed Session Needed

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

XII. Adjournment: Tom, seconded by Angie. All were in favor – meeting adjourned at 8:05PM

NEXT MEETING: April 3, 2023 at 7:00PM

Meeting Minutes Submitted By: Cheryl Brinkmann