

September Board Minutes

Minutes of Board of Trustees Meeting – September 6, 2022

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

Board Members Present:

Frank Buckingham - President	Valerie Nolte
Karen Jones	Tom Frerker
Cheryl Brinkmann – Treasurer	Angie Redeker
Darren Tracy—Vice President	Stephanie Wilton

Board Members Absent and Excused: Jeff Taylor, City Liaison

Visitors Present: None

Present: Keith Housewright, Library Director

- I. Call to Order/Roll Call/ Introduction of Guests
 - a. Meeting was called to order at 7:05 PM by Frank Buckingham.
- II. Pledge of Allegiance
- III. Meeting Minutes – August 1, 2022
 - a. Cheryl Brinkmann made the motion to approve the Meeting Minutes, corrected to include missing board member information in original minutes
 - i. Stephanie Wilton seconded the motion
 - ii. All were in favor, motion passed
- IV. Treasurer Pro tem Report—Frank Buckingham/Keith Housewright
 - a. Bills discussed – August Bills reviewed
 - b. Keith reported annual expenditure with Johnson Controls who did the annual test of the library fire suppression system.
 - c. A discussion ensued about use of the library budget and whether money not used was rolled into subsequent budget years.
 - d. Frank pointed out that the previous savings account had been rolled into the existing checking account, per the library board, so that interest was now being made on the new combined total amount. Frank also discussed CD rates on the current CD's and those that had been recently renewed.
 - e. Tom Frerker made a motion to approve the bills.
 - i. Darren Tracy seconded the motion
 - ii. All in favor – motion passed
- V. Library Director's Report—Keith Housewright
 - a. Utility Report (included in packet)—Keith discussed how the hot weather had driven the Summer's Electric bills up.
 - b. Library Statistics for August (included for review in packet). Circulation numbers continue to improve and with events happening, the overall attendance numbers are

up. Keith had adjusted the reports to show (as a percentage of the 2019 numbers) how the library had improved since August of last year. Circulation numbers across all categories are nearly back at pre-pandemic levels.

- c. YS Report - Story-Time has been well-attended. 70 children attended story time in August.
 - d. Keith reported on Yvonne Straeter's upcoming "1000 Books Before Kindergarten" presentation on September 22 and how the library hoped to re-introduce the program to the community since it had largely been put on hold after Covid in March 2020. Charlotte Nolte, who was at the meeting, was presented—informally-- to the board as the first CHPL "1000 Books" graduate.
 - e. Keith reported that the Bob Hammel presentation on the History of Carlyle was well-attended with 96 people attending the event on August 2.
 - f. Frank discussed the upcoming Electric Vehicle event on Saturday, September 24.
 - g. Cheryl Brinkmann discussed wanting to take some large print books to the Senior Center and Keith said he and the staff, in the course of weeding the current collection, would donate books for her to take.
- VI. Standing Committee Reports/Other Reports.
- a. City Council Liaison – nothing to report
 - b. Friends of the Library – will meet Wednesday, September 14th at 9am to set up the Fall book sale.
- VII. Public Comment: None
- VIII. Old Business:
- IX. New Business:
- A. None
 - 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: Darren Tracy, seconded by Tom Frerker. All were in favor – meeting adjourned at 7:55PM

NEXT MEETING: Monday, October 3, 2022 at 7:00PM

Meeting Minutes Submitted By: Keith Housewright