

Minutes of Board of Trustees Meeting – June 7, 2021

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

Board Members Present:

President: Frank Buckingham	Darren Tracy – Vice President
Cheryl Brinkmann – Treasurer	Chris Cox

Board Members Absent: Horatio Guzman, Whitney Kampwerth, Jeff Taylor

Visitors Present: Valerie Nolte

Present Via Phone: Keith Housewright, Library Director

- I. Call to Order/Roll Call? Introduction of Guest
  - a. Meeting was called to order at 7:18PM
- II. Pledge of Allegiance
- III. Meeting Minutes – May 3, 2021
  - a. Darren made the motion to approve the Meeting Minutes
    - i. Cheryl seconded the motion
    - ii. All were in favor, motion passed
- IV. Treasurer’s Report
  - a. With 100 % of Fiscal Year elapsed, 86% of the Library Budget was spent.
  - b. Bills discussed – no unusual expenses reports.
  - c. Chris made the motion to approve the Library Bills/Treasurer’s Report as presented.
    - i. Daren seconded the motion
    - ii. All in favor – motion passed
- V. Library Director’s Report
  - a. Utility Report (included in packet)
  - b. Library Statistics for May (included for review in packet)
  - c. COVID-19 Report: Library has fully reopened, with Phase 5 going into effect on Friday, June 11<sup>th</sup>, statewide. Curbside Service will continue due to its popularity.
  - d. Upcoming Programs: Thursday, June 17<sup>th</sup>, Underground Railroad Presentation livestreamed from the Abraham Lincoln Presidential Library. CHPL will serve as a broadcast point with the event being shown in the Maddux Room at 7:00PM. Event is free and has been advertised on Facebook, the Library Marquee, and on WCXO. Summer Reading Program is slated to start June 8.
  - e. YS Report (included in packet) Summer Reading Program will begin with an-in person Program on Tuesday, June 8<sup>th</sup>. Chelsey has a variety of events/programs planned for Summer Reading Program.
- VI. Standing Committee Reports/Other Reports.
  - a. City Council Liaison - not present
  - b. Friends of the Library – will meet Saturday, June 12<sup>th</sup>.
- VII. Public Comment: Valerie Nolte was introduced as a potential Board member. Her name will be presented for approval at the upcoming City Council Meeting on June 14<sup>th</sup>.
- VIII. Old Business: Other potential members were discussed for the remaining Board position.

- a. Vote Action Item: Cheryl asked the Board to approve Valerie's nomination to the Board. Chris seconded, Motion passed.
- IX. New Business: Daren presented a program idea to the Board that would take place in September. The program would focus on creativity/performance. Potential ideas discussed among members present. Tara Woods' retirement letter was read. She cited increasing involvement of her family in community activities as the reason.
- X. Personnel Committee – no action required
- XI. Trustee Education : Facts File provides a variety of Trustee information  
<http://cyberdriveillinois.com>
- XII. Adjournment: Daren, seconded by Chris, All were in favor – meeting adjourned at 8:00PM

NEXT MEETING: July 6<sup>th</sup>, 2021 at 7:00PM

Meeting Minutes Submitted By: Cheryl Brinkmann