



**Charleston Library Board Agenda  
Monday, November 1, 2021 – 6:30 pm**

1. Call to Order

2. Roll call

Banks\_\_\_ Cunningham\_X\_ Elser\_\_X\_ Looby\_X\_ Meadows\_X\_ Monahan\_X\_ Ricciardi\_\_\_ Smallhorn\_X\_\_

3. Public Comment

4. Board President's Comments

The Board received a very nice thank you card from Rita Harper.

5. Omnibus Agenda

- A. Approval of the October 4, 2021 Board Meeting Minutes
- B. Acceptance of Director's Report
- C. Acceptance of Stat Report
- D. Acceptance of Grant & Donation Report
- E. Acceptance of Financial Reports- provided at the meeting
- F. Approval of the bills payable- provided at the meeting

Motion to approve: \_MM\_\_\_ Seconded: \_JM\_\_\_

Banks\_\_\_ Cunningham\_Y\_\_ Elser\_\_Y\_ Looby\_Y\_ Meadows\_Y\_ Monahan\_Y\_\_ Ricciardi\_\_\_ Smallhorn\_Y\_\_

Rita Harper has officially retired. Daniel Briscoe submitted his notice and has left as well. The Library will hire a part-time custodian and a part-time library associate. The Technology Workshop Series has been going well and will continue during November. The grant application for the Southeastern Illinois Community Foundation has been submitted and we may hear their decision before Thanksgiving. The Library will have its book sale on 11/5 and 11/6. Chris has asked Board Members to volunteer their time to help run the sale. There is the potential for the Library to apply for a Live and Learn Construction Grant Program mini-grant to pay for upgrading the Library's security camera system. Chris will be working on getting quotes for the upgrade for the grant application. The grant application is due January 15, 2022.

6. Action Item 2021 – 10: Approve 2022 Library Closures.

Motion to approve: \_JM\_\_\_ Seconded: \_JL\_\_\_

Yeas\_\_6\_\_ Nays\_\_0\_\_

The Board approved the normal slate of holiday closures with the addition of Juneteenth, Sunday June 19, 2022.

7. Action Item 2021 – 11: Approve 2022 Library Board Meetings.

Motion to approve: \_JL\_\_\_ Seconded: \_JM\_\_\_

Yeas\_\_6\_\_ Nays\_\_0\_\_

8. Discussion Item

- A. Fundraising Letter
- B. Review *Serving Our Public 4.0 Standards for Illinois Public Libraries* Chapters 11-Appendices
- C. Board Recruitment
- D. Next Board Meeting – Monday, December 6, 2021 at 6:30PM.
- E. Agenda Building
- F. Other?

Full Board Packet available upon request at the service desk.

The Board discussed the Literature & Libations fundraiser. If it were to be held again, 2022 would be the year it would happen as the event typically takes place every other year. It was planned to occur in 2020 but was cancelled due to the pandemic. Chris will gather planning documents and financial records from the previous event for the December meeting.

Jacob Smallhorn suggested the Library look into contracting an engineer to help determine the ongoing issues with the HVAC system. Chris will reach out to Coles County Regional Planning and the Upchurch Group.

## 9. Adjournment

Full Board Packet available upon request at the service desk.