



**Charleston Library Board Agenda
Monday, February 4, 2019 – 6:30 pm**

1. Call to Order

2. Roll call

Banks Cunningham Droste Keefe Krahnke Monahan Newell
Smallhorn Wiseman

3. Public Comment: none

4. Board President's Comments: None

5. Omnibus Agenda

- A. Approval of the January 7, 2018 Board Meeting Minutes
- B. Acceptance of Director's Weekly Reports
- C. Acceptance of Program Report
- D. Acceptance of Statistics Report
- E. Acceptance of IT Report
- F. Acceptance of Grant and Donations Report
- G. Acceptance of Financial Reports- provided at the meeting
- H. Approval of the bills payable- provided at the meeting

Motion to approve: JK Seconed: BN

Banks Cunningham Droste Keefe Krahnke Monahan Newell
Smallhorn Wiseman

Chris: Library closed due to cold weather on 1/19 and 1/30. Chris talked to the city about filling in the flower bed with concrete to help with the water problem in kids' space. There have been issues with the lights in the north entrance, getting an estimate to replace them. The lights cannot be access without scaffolding and the ballistics don't work. It will easier to replace them. The new employees are training and doing well. They will start taking over programming this month. The library has an intern who is studying professional writing. She is researching library policies. There is a staff training day on 2/18. Chris will be on CI living on 2/19. The per capita grant has been submitted. We registered for a Dollar General Summer Read Grant. Chris submitted the Charleston Area Charitable Foundation Grant.

Financials: There were 2 large expenditures this month. The audit is complete and there was one finding. We were over budget by \$3000. The amount has to do with the new printers. There should have been an adjustment in capital assets. Chris is working to resolve the issue.

6. Discussion Items

- A. Audit Report
- B. Rotary Room Upgrades
- C. February Book Sale
- D. EIU Humanities Center – Final Fridays
 - a. The event is not going to happen at this stage. Chris talked to the city attorney who suggested speaking with the library's insurance company. The insurance company would require a host/liability insurance plan for any event where alcohol is involved.
- E. Next Board Meeting – Monday, March 4, 2019 at 6:30PM.
- F. Other?

7. Adjournment

Full Board Packet available upon request at the service desk.