



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

1. Call to Order

2. Roll call

Banks \_x\_ Cunningham \_\_\_ Droste \_x\_ Keefe\_\_\_ Krahnke\_x\_ Monahan \_x\_ Newell \_x\_
Smallhorn\_\_\_Wiseman\_\_\_

3. Public Comment: none

Board President’s Comments: Things are going well. Good job on TV last time

4. Omnibus Agenda

- A. Approval of the February 4, 2019 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: \_\_\_ Seconded: \_\_\_

Banks \_x\_ Cunningham \_\_\_ Droste \_x\_ Keefe\_\_\_ Krahnke\_x\_ Monahan \_x\_ Newell \_x\_
Smallhorn\_\_\_Wiseman\_\_\_

Chris: Lights in north stairwell replaced. Flower bed outside of kid’s space, got quote to fill in concrete, \$2000 bid. Jason contacting another company for another bid. Staff training day on 2/18/19. Large group of staff went to CRP training with the city. CI living on 2/19. Chris was at the middle school for books and bites. Chris is seeing some of the students at the library. Two new programs: winter read has 112 people. Sharla is doing a cozy mystery meet up program at SweeTeaZ. 4 in attendance. Circulation, we are down in kids books and ebooks. Down 1000. New resident’s cards are up by 30. Non-resident are the same. 20 more adult programs this year than last year. Meeting room use is up 400 from last year. Computer use is up by about 1000. IT, we had a larger bill this month. Windows 10 update. Replaced network room batteries as well. Got \$2000 from Margorie Ramsey and the Charleston Charitable Foundation grant.

Heather: Checking balance is up from last year. Income is up because of donations and grant. No out of the ordinary expenses this month.

5. Action Item 2019 – 2: Recess into Executive Session for the purpose of discussing personnel-5 ILCS 120/2 (c)(1) at \_6:40\_\_\_ P.M.

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

Yeas\_\_\_ Nays\_\_\_

Banks \_x\_ Cunningham \_\_\_ Droste \_x\_ Keefe\_\_\_ Krahnke\_x\_ Monahan \_x\_ Newell \_x\_
Smallhorn\_\_\_Wiseman\_\_\_

Motion to leave executive session at 7:42pm

Motion to approve: JK Seconded : MM

Full Board Packet available upon request at the service desk.

6. Action Item 2019 – 3: Vote to approve the library staff salaries for Fiscal Year 2020.

Motion to approve: JK                      Seconded: BN

Banks   x   Cunningham    Droste   x   Keefe    Krahnke   x   Monahan   x   Newell   x    
Smallhorn    Wiseman   

3% for full time staff in May 2019. Part time staff will not receive raises until 2020 mandate to \$9.25  
Budget based on the 3% raises with adjustments in other areas

7. Action Item 2019 – 4: Review and approve the Fiscal Year 2020 budget.

Motion to approve: JK                      Seconded: MM

Banks   x   Cunningham    Droste   x   Keefe    Krahnke   x   Monahan   x   Newell   x    
Smallhorn    Wiseman   

8. Discussion Items

A. Rotary Room Upgrades

- a. Upgrades: Got the money from Charleston Foundation. Second company did not follow up with bid, Using Swinderman Engineering Services.

B. Evaluations:

- a. staff is in the middle of them now. Staff will fill out survey on Chris. Results will be forwarded to Lori for review and will be discussed at the April Meeting

C. Terms: Lori/Bob Wisemen/Craig up at end of FY.

D. Book sale results: \$1100

E. Statement of Economic Interests

F. Next Board Meeting – Monday, April 1, 2019 at 6:30PM.

G. Other?

9. Adjournment

Full Board Packet available upon request at the service desk.