



**Charleston Library Board Agenda
Monday, May 2, 2022 – 6:30 pm**

1. Call to Order

2. Roll call

Elser_X__ Ferguson_X__ Looby_X__ Meadows___ Monahan_X__ Ricciardi_X__ Smallhorn_X__

3. Public Comment (no public)

4. Board President's Comments (no comments)

5. Omnibus Agenda

A. Approval of the April 4, 2022 Board Meeting Minutes

B. Acceptance of Director's Report

- Summer read planning the biggest since Chris joined as director
- Both old & new programs
- Beth & Katie are organizing, but all staff are involved
- Almost 80 programs are planned
- Bench- done by girl scouts for UBI (urban butterfly initiative)
- Field and parking lot are UBI hotspots
- Bench is ADA compliant
- Outside Lights- hooked up to new clocks so turn on/off at 7p/7a automatically
- Case Manager Program- starting in May and will be built up over time

C. Acceptance of Stat Report

D. Acceptance of Grant & Donation Report

E. Acceptance of Financial Reports- provided at the meeting

- Finances- almost \$100k up over previous year
- Increased revenue from SE Illinois Grant & replacement taxes
- Fiscal year is coming to a close

F. Approval of the bills payable- provided at the meeting

Motion to approve: __Elser__ Seconded: __Monahan__

Elser_X__ Ferguson_X__ Looby_X__ Meadows___ Monahan_X__ Ricciardi_X__ Smallhorn_X__

6. Action Item 2022-6: Vote to approve amended Fiscal Year 2023 Budget

Motion to approve: __Ferguson__ Seconded: __Looby__

Elser_X__ Ferguson_X__ Looby_X__ Meadows___ Monahan_X__ Ricciardi_X__ Smallhorn_X__

7. Action Item 2022-7: Vote to approve single source vendor for HVAC Control System

Motion to approve: __Smallhorn__ Seconded: __Looby__

Elser_X__ Ferguson_X__ Looby_X__ Meadows___ Monahan_X__ Ricciardi_X__ Smallhorn_X__

- Spoke to Curt Buescher about single source bidding process
- No other company responded
- Chris recommended to bypass bidding process & award contract before going to bidding
- Clow control services is the vendor
- The city is covering \$70k and the library is responsible for \$3.5k (73.5k total quote price).

Full Board Packet available upon request at the service desk.

8. Action Item 2022-8: Vote to approve expenditure of funds for HVAC mechanical repairs

Motion to approve: __Ricciardi__ Seconded: __Monahan__

Elser_X__ Ferguson_X__ Looby_X_Meadows__ Monahan_X__ Ricciardi_X__ Smallhorn_X__

- Full mechanical review and estimate is \$11.4k (motor stuff, hot water heaters, etc)
- Fully approved. Goal is to get A/C fixed by fall and the Literature & Libations event.

9. Discussion Item

A. Mini Grant – not likely

B. Fire Alarm Panel Upgrades

- a. Have to change a lot of things because Siemens systems are interconnected
- b. Got a quote from Siemens who said that the smoke detectors will still need to be changed and quoted \$22k
- c. Got a quote from Detection Security for \$28k
- d. Waiting for one more quote

C. Literature & Libations 2022

- a. Need to confirm with Jess if the liquor license is secured.
- b. Next step is starting to identify sponsors
- c. Last time made \$3500 total and spent 2100. Targeting \$2-3k for total sponsorship.
- d. Who donated in the past? Can find that list and split it up amongst the board members to ask around.
- e. Greg said he could ask Dominoes and HSHS
- f. Mike mentioned Sarah Bush
- g. Can ask Lori and Mary who else was asked previously and if they have any contact people we can follow up with directly.

D. Board Recruitment

E. Next Board Meeting – Monday, June 6, 2022 at 6:30PM.

F. Agenda Building

G. Other?

10. Adjournment

Full Board Packet available upon request at the service desk.