



**Charleston Library Board Agenda  
Monday, August 7, 2017 – 6:30 pm**

1. Call to Order
2. Roll call  
Banks  Cunningham  Droste  Keefe  Monahan  Newell  Wiseman
3. Public Comment: None
4. Board President's Comments: Great turnout for summer read.
5. Omnibus Agenda
  - A. Approval of the June 19, 2017 Board Meeting Minutes
  - B. Acceptance of Director's Weekly Reports
  - C. Acceptance of the Grant & Donation Report
  - D. Acceptance of the Statistics Report
  - E. Acceptance of IT Report
  - F. Acceptance of Financial Reports- provided at the meeting
  - G. Approval of the bills payable- provided at the meetingMotion to approve: TK\_\_\_ Seconded: BN\_\_\_  
Banks  Cunningham  Droste  Keefe  Monahan  Newell  Wiseman

Chris: HVAC is down, part ordered, still waiting for it to be installed. Summer read went very well this year. The IPAR is fully submitted. The audit has also started. The summer practicum student has completed her time at the library and it was a good experience. Job descriptions have been updated and made more generic. Met with the EIU Humanities Center to partner on a future project. Chris is now a member of the group. The projector in the Rotary Room A has died. Ordered a fuse to see if that can fix the issue, if not, a new one needs to be purchased.

Heather: Property tax of \$200,000 received. This is 2 of 4 payments for the year. Some larger bills this month including heartland and the copier lease. The rest of the financials look good.

6. Action Item 2017-10: Review and approve copier contract proposal. Motion to approve: MM  
Seconded: TK

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

New copier contract will provide a new machine. The new contract would be a pay-per-use copy, rather than a quarterly bill. The cost per month would remain the same

7. Action Item 2017-11: Recess into Executive Session for the purpose of discussing library property - 5 ILCS 120/2 (c)(5) at 6:48 P.M.

Motion to approve: TK Seconded: CC

Motion to move out of executive session at 7:27pm TK, second BN

#### 8. Discussion Items

- A. Board Member Nominees. Mary has talked to Jessica and will forward her name on to the Mayor's office for the next city council meeting
- B. Sixth St. steps.-Work has started on the steps. They will be redone in concrete
- C. Review Chapter 1 of the Trustee Fact Files.
- D. Book Sale – August 18 & 19.
- E. Next Board Meeting – Monday, September 11, 2017 at 6:30PM.
- F. Other?

#### 9. Adjournment