

# Request for City Council Action

**Date:** October 18, 2011

<b>Agenda Section:</b> Consent Agenda  <b>No.</b> 4	<b>Originating Department:</b>  City Clerk's Office
<b>Item:</b> Acceptance of Minutes of Boards, Commissions and Committees  <b>No.</b> 4.3	<b>Approved:</b>

Attached for Council review and acceptance are minutes of meetings from City boards, commissions and committees which have recently been sent to the City Clerk's Office.

**Recommended Action:**

The Council is requested to accept the following sets of minutes and place them on file:

Carbondale Public Library Board of Trustees for August 10, 2011

Carbondale Human Relations Commission for September 12, 2011

Engineering Approval Obtained	Finance Approval Obtained	Legal Approval Obtained	Approval Obtained	Manager's Approval Obtained
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Council Action: Motion by \_\_\_\_\_ 2nd by \_\_\_\_\_ to \_\_\_\_\_

**Carbondale Public Library Board of Trustees**

August 10, 2011

4:30 p.m.

Meeting Room  
405 West Main St.

**MINUTES**

**Call to order**

President Roland Person called the meeting to order at 4:30pm

**Roll Call. Present**

Roland Person (1)

Julian Pei

Hazel Grant

Philip Brown

Barbara Levine (1)

Susan Tulis (1)

Don Prosser (1)

Joyce Hayes (3 excused)

**Absent**

Harriet Simon (2)

The number following the Trustee's name indicates the number of absences this fiscal year.

**Staff present**

Diana Brawley Sussman, Library Director

**Visitors present**

None

**President's report**

1. Discussed and amended By-laws Article IX (Trustee Attendance). Added language shown in italic: The office of any Trustee who misses four regular meetings in any one fiscal year (May 1 -April 30) shall be vacant. *However, the Board President or Vice President may excuse up to three absences directly due to the death or life-threatening illness of the Trustee or his or her family, as long as those absences do not threaten the likelihood of a monthly quorum.* Replacement will be sought in conformity with Article II. Phil Brown moved to adopt by-laws amendment. Susan Tulis seconded. MOTION passed unanimously.

2. Oath of Office administered to Joyce Hayes by President Roland Person

**Secretary's report**

1. Approval of the July 13, 2011 minutes.

Phil Brown moved to accept minutes with the correction of the spelling of his name. Hazel Grant seconded. MOTION passed unanimously.

### **Correspondence and communications**

Thank you card from Joyce Hayes.

### **Financial report**

1. Approval of bills payable August 16, 2011 to September 15, 2011, including payment of all bills associated with Penny Severns grant (\$3,233 SIU/\$1,087 Library). Julian Pei moved to pay bills. Barbara Levine seconded.
2. Acceptance of the financial report for July 2011. Question: budget column does not appear on cumulative report (printing error / columns resized incorrectly). Don Prosser moved to accept the financial report. Barbara Levine seconded. MOTION passed unanimously.
- 3.. Discuss and amend Authority to Spend policy (tabled)
4. Preliminary discussion of loan from bank or City of Carbondale in the event of late property tax receipts. None needed at this time, not likely to be needed this fiscal year.
5. Maintenance/repairs—equipment and service needs  
After discussion of the history of HVAC repairs Don Prosser made a motion to schedule proposed repairs (\$1,145.21). Julian Pei seconded. MOTION passed unanimously.

Also discussed a possible roof leak in Tech Services area.

A bush was removed from the main street entrance because it was blocking accessibility on the sidewalk and could not be trimmed back enough to remedy the problem.

Repair of Brush roof and ceiling: Discussed where funds are available in the budget. The library director budgeted high for repairs, and left a large contingency in the budget as well. Phil Brown made a motion that the library director should collect one additional bid for the roof and two additional bids for asbestos solution in the low-roof area of the Brush building, and that the Director choose the bid she feels is most appropriate and move forward with the work. Julian Pei seconded. MOTION passed unanimously (minus Prosser, now absent).

### **Librarian's report**

Per Capita Grant requirements:

1. Trustees: Review progress in meeting Chapter 2, "Governance and Administration," of Serving Our Public 2.0: Standards for Illinois Public Libraries, 2009  
The board discussed this chapter. Phil Brown suggested convening with new board members about the role of the library board, stewardship, etc. Susan Tulis suggested referring to Appendix I in the standards for developing this orientation, and Barbara Levine asked that other board members be included, not just new people. Phil Brown suggested a handbook might be something to consider.

### **Committee reports**

No executive session was called. Discussed in open session: The personnel committee reported on the library director's performance review. Hazel Grant made a motion to approved the August 3, 2011 Personnel Committee meeting minutes as prepared by Phil Brown. Susan Tulis seconded. MOTION passed unanimously by committee members.

### **Unfinished business**

1. Adjacent property. No executive session was called. Discussed in open session: Barbara Levine moves that because it is in the best interest of the neighborhood and the community, the Public Library has a strong interest in the property in question; we reaffirm our opposition to the apartments and agree that the library would be willing to take stewardship of the property if, for example, it were donated to the library. Seconded by Susan Tulis. In favor: Phil, Barbara, Joyce, Hazel, Susan. Opposed: None. Abstained: Pei. Absent: Person, Prosser, Simon. MOTION passed.

Discussion: If there is to be any hope of renewal in this neighborhood we cannot have more apartments added. There are already too many apartments in Carbondale, more than the landlords can manage to keep rented. Several community members have said that they would prefer to see the library take stewardship of the property.

### **New business**

None

### **Other**

None

### **Adjournment**

Vice President Barbara Levine adjourned the meeting at 5:42pm

### **Respectfully submitted:**

Harriet Simon, Secretary

### **Prepared by:**

Diana Brawley Sussman, Library Director

Next Board Meetings (all in Public Library meeting room, 4:30p.m. Second Wednesday of each month): September 14, 2011; October 12, 2011; November 9, 2011; December 14, 2011



**Commissioners Present:** Jessica Bradshaw, Jeraldine Brown, Erin Dickson, Daphne Grigsby, Pat Keenan, Sarah Miranti, Hugh Muldoon, Sherry Ratcliffe, Candle Wester-Mittan

**Commissioners Excused:** Sherry Ratcliffe

**Commissioners Absent:** Sidney Logwood

**Study Circle Staff Present:** Sarah Heyer (Excused)

**Guests Present:** Mohammed Al-Emad, Sabrina Hardenbergh, Gillian Harrison, Dada Jyotiriishananda, Todd Kington, Lynn Koener, Bob Marks, Alice Travers, Len Williams

**Staff Present:** Deborah McCoy (late arrival)

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## **Call to Order**

The meeting was called to order by the Chair, Hugh Muldoon, at 6:35 p.m.

## **Minutes**

Motion was made by Commissioner Brown and seconded by Commissioner Wester-Mittan to approve the minutes from the August 1, 2011 meeting. The motion carried.

## **Announcements**

- 11 Days of Peace – 200 people attended the event held on September 11, 2011.
- September 12, 2011 event: Dr. Bahloul will speaking on the violence against Muslims.
- Carbondale Public Library has a full schedule posted.
- September 13, 2011 NVC training. Light refreshments will be served.

## **Public Comments**

None

## **Study Circles Report**

No report as Coordinator Heyer was unable to make the meeting due to a family emergency.

## **Non-Violent Communication Progress Report**

Chair Muldoon commented that regular meetings will resume following the 11 Days for Peace events.

September 12, 2011

## **Other Reports**

None

## **Presentation**

Todd Kington: Non-Violent Communication – about conflict transformation. Present in 65 countries, used in many area, business education. Important for collaboration. NVC Vides: Making Life Wonderful – Marshall Rosenberg. Have been taught a language that does not get what is needed. Words that imply wrongness do not get what is needed and neither do demands. Requires deepening the ability to communicate what is alive in each of us and what can make life more wonderful. The core of NVC is feelings and needs. NVC is about learning a new language. Jackells are myopic whereas giraffes have a long view. 1) Separate feelings & observations, 2) Feelings, 3) Connect with needs, 4) Figure out how to get needs met. NVC is difficult to learn for adults and easy for kids. Natural language hurts life. This is unnatural and due to culture domination. CNVC.org is a resource. Horizontal emerging of consensus. Challenge: to approach and reconsider deeply held values. Anger is not having needs met. Must listen for needs. NVC is about learning to be heard. NVC has reduced violence in prison.

## **Comments**

None

**Next Meeting** - Monday, October 3, 2011, Civic Center, 6:30 p.m.

**Adjournment** - There being no further business, the meeting adjourned at 7:30 p.m.

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Recorded by Commissioner Miranti