

Request for City Council Action

Date: December 17, 2013

Agenda Section: Consent Agenda No. 5	Originating Department: City Clerk's Office
Item: Acceptance of Minutes of Boards, Commissions and Committees No. 5.4	Approved:

Background:

Attached for Council review and acceptance are minutes from the meetings of 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 – October 9, 2013

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
Wednesday, October 9, 2013
4:30 p.m.

Meeting Room
405 West Main St.

MINUTES

Call to order.

The meeting was called to order at 4:30 pm.

Roll call.

Introductions and audience to visitors. Visitors are asked to introduce themselves at this time and present any issues they wish to discuss. Visitors wishing to address specific agenda items will be granted two to five minutes at the discretion of the President, not to exceed a total of twenty minutes.

Present.

Roland Person, President (1)
Philip Brown, Vice President
Susan Tulis, Secretary
Joyce Hayes
Barbara Levine
Sharifa Stewart (1)
Harriet Simon (1)

Absent.

Don Prosser, Treasurer (1)
Julian Pei (1 + 1 excused)

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

Staff present.

Diana Brawley Sussman, Library Director
Gwen Hall, Finance Manager

Visitors present.

None.

President's report.

None.

Secretary's report.

Approval of the September 11, 2013 minutes. Requested correction of numbers indicating order of items for discussion in financial report; change the word "repair" to "repaired." Harriet Simon made a motion to approve the minutes with these corrections. Barbara Levine seconded. MOTION passed unanimously.

Correspondence and communications.

None.

Financial report.

1. Approval of bills payable up to and including bills due October 16, 2013 to November 15, 2013. Philip Brown made a motion to approve payment of bills. Joyce Hayes seconded. MOTION passed unanimously.

2. Adoption of preliminary FY15 budget and levy. The board examined multiple budgets, and selected Budget "A," but with the addition of an extra \$6,000 to the contingency line in order to better insure the library's ability to cover unanticipated repairs and other expenses. Philip Brown made a motion to pass budget "A" with the added \$6,000 for a total budget of \$1,071,248 in expenditures and \$1,091,248 in revenue with \$20,000 held back for reserves, and a levy of \$972,892. This is a levy increase of \$32,336 / 3.438%. Harriet Simon seconded. MOTION passed unanimously.

3. Acceptance of the financial report for September 2013. Finance Manager Gwen Hall reported that a portion of the property tax revenue and replacement tax had been received. Barbara Levine made a motion to accept the financial report. Susan Tulis seconded. MOTION passed unanimously.

Librarian's report.

1. Building and grounds maintenance and construction: Nothing new to report on the Live & Learn construction grant projects.
2. Security cameras: Waiting for an estimate on installation.
3. Roland Person made a motion to submit a request for a waiver of the fidelity bond for the Raffles Manager for a raffle on November 2, 2013 event co-sponsored by the Carbondale Public Library at the Varsity Center for the Arts. Barbara Levine seconded. MOTION passed unanimously.
4. The Director also discussed 11 Days for Peace, ILEAD USA and the 3Rs program.

Committee reports.

None.

Unfinished business.

None.

New business.

None.

Other.

None.

Adjournment.

Adjourned at 6:24 pm.

Respectfully submitted:

Susan Tulis, Secretary

Prepared by: Diana Brawley Sussman, Library Director

Next Board Meetings for 2013 (all in Public Library meeting room, 4:30 p.m.): November 13, December 11.