

**Crystal Lake Public Library  
Board of Trustees**

Minutes Regular Meeting – August 17, 2011

**Call to Order:** The Regular Meeting of the Crystal Lake Public Library Board of Trustees was called to order by President John Engebretson at 7:00 pm in the Ames Meeting Room at the Library.

**Oath of Office:** William Weller took the Oath of Office as a returning member of the Board.

**Roll Call:**

**Present:** Bob Cairone, John Engebretson, Alice Fellers, Carol Heisler, Eric Larsen, Don Peters, Terri Reece, William Weller

**Absent:** Brian Pappalardo

**Others:** none

**Staff Present:** Kathryn I. Martens, Library Director; Karen Migaldi, Assistant Director; Nan Goerlitz, Recording Secretary; Debbie Brown, Business Manager; Linda Price, Public Relations Coordinator; Lauren Rosenthal, Head of Youth Services; Cynthia Lopuszynski, Head of Adult Services; Giovanni Miranda, Assistant Automation Manager

**Board Development:** Covered under Per Capita Grant requirements this month.

**Approval of Minutes:** It was moved by Bob Cairone and seconded by Don Peters to approve the Minutes of the Regular Meeting of July 20, 2011.

**Voice Vote:** Aye-7; Nay-0; Absent-1; Abstain-1; Motion Passed.

**Citizen Participation:** None

**Committee & Board Member Reports:**

Planning/PR Committees: Minutes for the August 2, 2011 meeting were in the packet.

Friends of the Crystal Lake Library: Alice Fellers reported that the Friends have set dates for several upcoming events: Friends' Day at Culver's on September 13, Fall Mum Sale on September 17, and their annual book sale the weekend of April 13, 2012.

**Approval of Financial Reports:** It was moved by Eric Larsen and seconded by Don Peters to approve the Financial Report for FY 11/12 as of July 31, 2011.

**Voice Vote: Aye- 8; Nay- 0; Absent- 1; Abstain- 0; Motion Passed.**

**Approval of Disbursements:** It was moved by Don Peters and seconded by Eric Larsen to approve the disbursements in the total amount of \$289,016.77 as follows:

	<u>Total</u>
Operating Fund	\$254,955.77
IMRF/FICA Funds	28,720.44
Construction & Repair Fund	4,804.59
Gift & Memorial Funds	535.97
<b>Grand Total:</b>	<hr/> \$289,016.77

**Roll Call:**

**Aye:** Bob Cairone, John Engebretson, Alice Fellers, Carol Heisler, Eric Larsen, Don Peters, Terri Reece, William Weller

**Nay:** none

**Absent:** Brian Pappalardo

**Motion Passed.**

**Communications:** There was one communication item in the Board packet.

**Business:**

**A) Per Capita Grant**

1. Serving Our Public 2.0: Standards for IL Public Libraries, Chapter 2 – Governance and Administration: Board members reviewed the State Standards and checklist for Chapter 2, as well as the Core Standards applicable to this Chapter.
2. FY 11/12 Per Capita Grant application: **It was moved by Don Peters and seconded by Bob Cairone to approve the FY2012 Per Capita Grant application and authorize the President, Secretary, and Library Director to sign the document.**

**Voice Vote: Aye- 8; Nay- 0; Absent- 1; Abstain- 0; Motion Passed.**

**B) Bank Resolution: It was moved by Don Peters and seconded by Eric Larsen to approve Library Resolution No. 1112-5.**

**Voice Vote: Aye- 8; Nay- 0; Absent- 1; Abstain- 0; Motion Passed.**

**C) Committee Assignments: Board Committee assignments for FY 11/12 were in the packet.**

**Staff Reports:**

Included in the Board packet were 2011 Summer Reading Program statistics, the Library Director's report for August 2011 and the Statistical Reports for July 2011.

**Adjournment:**

It was moved by Don Peters and seconded by William Weller to adjourn.

**Voice Vote: Aye- 8; Nay- 0; Absent- 1; Abstain- 0; Motion Passed.**

**Time: 7:45 pm**

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William Weller, Secretary

# Crystal Lake Public Library Resolution No. 1112-5

**Be it resolved** that American Community Bank, Crystal Lake Bank & Trust, Home State Bank, The Illinois Funds and others chosen by the Treasurer of the Crystal Lake Public Library Board of Trustees are designated as depositories for the funds, or a portion thereof, of the Crystal Lake Public Library, and that its authorized agents may deposit, and/or negotiate all checks, drafts, notes, bills of exchange, and order of payment of money, either belonging to or coming into this organization. Endorsement for deposit may be written or stamped without designation of the person making the endorsement.

**Be it further resolved** that any two of the following are authorized to sign any and all checks, drafts, and orders:

\_\_\_\_\_  
President

\_\_\_\_\_  
Vice-President

\_\_\_\_\_  
Secretary

\_\_\_\_\_  
Treasurer

\_\_\_\_\_  
Kathryn I. Martens, Library Director

**Be it further resolved** that each of the foregoing resolutions, directions, and instructions shall continue in force until express written rescission or modification is received by the depositories.

By: \_\_\_\_\_  
Secretary, Board of Library Trustees of the City of Crystal Lake

\_\_\_\_\_  
Date