

**Crystal Lake Public Library  
Board of Trustees**

Minutes Regular Meeting – October 23, 2013

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

**Oath of Office:** Vanessa Baker took the Oath of Office as a new Board member.

**Roll Call:**

**Present:** Vanessa Baker, Chuck Ebann, Ron Eberle, John Engebretson, Alice Fellers, Carol Heisler, Don Peters, Terri Reece, William Weller

**Absent:** none

**Other:** Joe Huberty, Engberg Anderson

**Staff Present:** Kathryn I. Martens, Library Director; Karen Migaldi, Assistant Director; Nan Goerlitz, Recording Secretary; Debbie Brown, Business Manager; Linda Price-Natter, Public Relations Coordinator; Lauren Rosenthal, Head of Youth Services; Penny Ramirez, Head of Technical & Automation Services; Cynthia Lopuszynski, Head of Adult Services; Pamela Miller, Head of Circulation Services

**Citizen Participation:** none

**Board Development:** Chuck Ebann, Carol Heisler, Don Peters, and Terri Reece shared insights from the ILA Conference.

**Reading and approval of minutes:** It was moved by Don Peters and seconded by Ron Eberle to approve the minutes of the Regular Meeting of September 18, 2013.

**Voice Vote:** Aye-9; Nay-0; Absent-0; Abstain-0; Motion Passed.

**Committee and Board Member reports:**

Facilities Committee: The minutes from the October 2, 2013 meeting were in the packet, along with a Facility Assessment Summary.

Personnel Committees: The minutes from the October 2, 2013 meeting were in the packet.

Building Committee: The minutes from the October 9, 2013 meeting were in the packet.

Finance Committee: The minutes from the October 10, 2013 meeting were in the packet.

Planning/PR Committee: The minutes from the October 14, 2013 meeting were in the packet.

Crystal Lake Library Foundation: Don Peters reported that the Foundation discussed funds for the building and communications regarding donations at their September 17, 2013 meeting. The Foundation also funded the purchase of donor software for the Library.

Friends of Crystal Lake Library: Alice Fellers reported that the Friends praised the CLPL Staff for their training on e-books and e-readers. Tuesday, October 29, is Friends day at Culver's in Crystal Lake.

**Consent Agenda**: Included in the Consent Agenda were several communication items, the CLPL Media Report, the Library Director's Report for October 2013, and the Statistical Report for September 2013, and the Snow Removal contract. **It was moved by Don Peters and seconded by John Engebretson to approve the Consent Agenda.**

**Voice Vote: Aye-9; Nay-0; Absent-0; Abstain-0; Motion Passed.**

**Approval of Financial Reports**: It was moved by Chuck Ebann and seconded by Don Peters to approve the Financial Report for FY 13/14 as of September 30, 2013.

**Voice Vote: Aye- 9; Nay- 0; Absent- 0; Abstain- 0; Motion Passed.**

**Approval of Disbursements**: It was moved by John Engebretson and seconded by Don Peters to approve the disbursements in the total amount of \$291,281.06 as follows:

	<u>Total</u>
Operating Fund	\$252,589.12
IMRF/FICA Funds	30,585.04
Construction & Repair	0.00
Per Capita Funds	1,381.80
Gift & Memorial Funds	2,595.10
Ames Fund	270.00
Special Reserve Fund	3,860.00
<b>Grand Total:</b>	<b>291,281.06</b>

**Roll Call:**

**Aye:** Vanessa Baker, Chuck Ebann, Ron Eberle, John Engebretson, Alice Fellers, Carol Heisler, Don Peters, Terri Reece, William Weller

**Nay:** none

**Absent:** none

**Motion Passed.**

**Business:**

- A) Personnel Policy revisions: It was moved by Don Peters and seconded by Chuck Ebann to approve the Crystal lake Public Library's Personnel Policy as revised and recommended by the Personnel Committee as amended during the Board meeting.

**Voice Vote: Aye- 9; Nay- 0; Absent- 0; Abstain- 0; Motion Passed.**

- B) Salary Scale revisions: It was moved by William Weller and seconded by Don Peters to approve the proposed Classifications and Pay Ranges for the Crystal Lake Public Library, effective October 27, 2013.

**Roll Call:**

**Aye:** Vanessa Baker, Chuck Ebann, Ron Eberle, John Engebretson, Carol Heisler, Don Peters, Terri Reece, William Weller

**Nay:** Alice Fellers

**Absent:** none

**Motion Passed.**

- C) Special Reserve Fund Resolution: It was moved by John Engebretson and seconded by Chuck Ebann to approve Library Resolution No. 1314-3b, authorize the Board President and Secretary to execute the document, and the Library Director to forward it to the City of Crystal Lake.

**Roll Call:**

**Aye:** Vanessa Baker, Chuck Ebann, Ron Eberle, John Engebretson, Alice Fellers, Carol Heisler, Don Peters, Terri Reece, William Weller

**Nay:** none

**Absent:** none

**Motion Passed.**

- D) FY 12/13 Fund Balance Allocations: It was moved by Don Peters and seconded by Chuck Ebann to approve Library Resolution No. 1314-4 and to authorize the Board President and Secretary to execute the document and the Library Director to forward the information to the City of Crystal Lake.

**Roll Call:**

**Aye:** Vanessa Baker, Chuck Ebann, Ron Eberle, John Engebretson, Alice Fellers, Carol Heisler, Don Peters, Terri Reece, William Weller

**Nay:** none

**Absent:** none

**Motion Passed.**

- E) FY 13/14 Budget revised: **It was moved by John Engebretson and seconded by Don Peters to approve the Revised FY 13/14 Working Budget and Board Appropriation.**

**Roll Call:**

**Aye:** Ron Eberle, John Engebretson, Carol Heisler, Don Peters, Terri Reece, William Weller

**Nay:** Chuck Ebann, Alice Fellers

**Absent:** none

**Abstain:** Vanessa Baker

**Motion Passed.**

- F) FY 13/14 Appropriation Resolution: **It was moved by Don Peters and seconded by Chuck Ebann to approve Resolution No. 1314-5, FY 13/14 Revised Budget Resolution.**

**Roll Call:**

**Aye:** Ron Eberle, John Engebretson, Carol Heisler, Don Peters, Terri Reece, William Weller

**Nay:** Chuck Ebann, Alice Fellers

**Absent:** none

**Abstain:** Vanessa Baker

**Motion Passed.**

**Executive Session: It was moved by John Engebretson and seconded by Don Peters to move into Executive Session for the purposes of discussing the purchase or lease of real property for the use of the public body [5 ILCS 120/2(c)(5)], the setting of a price for sale or lease of property owned by the public body [5 ILCS 120/2(c)(6)] and to allow Kathryn I. Martens, Karen Migaldi and Joe Huberty to remain for the Executive Session at 8:48 pm.**

**Roll Call:**

**Aye:** Chuck Ebann, Ron Eberle, John Engebretson, Alice Fellers, Carol Heisler, Don Peters, Terri Reece, William Weller

**Nay:** none

**Absent:** none

**Motion Passed.**

**It was moved by Chuck Ebann and seconded by William Weller to move out of Executive Session at 10:49 pm.**

**Roll Call:**

**Aye:** Chuck Ebann, Ron Eberle, John Engebretson, Alice Fellers, Carol Heisler, Don Peters, Terri Reece, William Weller

**Nay:** none

**Absent:** none

**Motion Passed.**

**Adjournment:**

It was moved by Chuck Ebann and seconded by William Weller to adjourn.

**Voice Vote: Aye- 9; Nay- 0; Absent- 0; Abstain- 0; Motion Passed.**

**Time:** 10:50 pm

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Charles K. Ebann, Secretary

**LIBRARY RESOLUTION NO. 1314-3b**

**A RESOLUTION CONFIRMING AND REVISING THE PURPOSES OF ACCUMULATIONS IN THE SPECIAL RESERVE FUND**

**Whereas**, the Illinois Local Library Act (the Act) authorizes establishment of a reserve fund (75 ILCS 5/5-8) (Special Reserve Fund); and

**Whereas**, money deposited from time to time in a Special Reserve Fund is limited in use as provided by the Act; and

**Whereas**, except for expenditures for emergency repairs, a plan for the use of the accumulations in a Special Reserve Fund and a cost estimate for said plan are required; and

**Whereas**, said plan may be amended as circumstances may require; and

**Whereas**, a Special Reserve Fund was hereby established by the Library Trustees on September 27, 2006 and funds have been transferred from time to time into the Special Reserve Fund; and

**Whereas**, on October 23, 2013 the Library Trustees have determined that the purposes of the Special Reserve Fund needs to be expanded based on the current needs of the Crystal Lake Public Library;

**Now, therefore, be it resolved by the Board of Library Trustees of the Crystal Lake Public Library as follows:**

**Section 1:** Funds which may accumulate in the future in the Special Reserve Fund may be used for one or more of the following purposes:

Major Library building remodeling  
Planned or emergency repairs & alterations of the Library Building and its equipment  
An addition to the Library  
Site acquisition  
A new Library

**Section 2:** Unexpended balances in the General Fund/Operating Fund may be transferred each year to the Special Reserve Fund as the Library Trustees deem appropriate.

**Section 3:** In any year for which the Library Trustees intend to deposit funds into the Special Reserve Fund the Library Trustees shall provide for such accumulations in the annual appropriation to the City of Crystal Lake.

Passed by the Board of Library Trustees of the Crystal Lake Public Library, McHenry County, Illinois this 23<sup>rd</sup> day of October, 2013.

Approved this 23<sup>rd</sup> day of October 2013.

Ayes: Vanessa Baker, Charles K. Ebann, Ron Eberle, John Engebretson, Alice Fellers, Carol Heisler, Don Peters, Terri Reece, William Weller

Nays: none

Absent: none

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Teresa Reece, President of the Board of Library Trustees  
Crystal Lake Public Library

ATTEST:

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Charles K. Ebann, Secretary of the Board of Library Trustees  
Crystal Lake Public Library

**LIBRARY RESOLUTION NO. 1314-4**

**A RESOLUTION AUTHORIZING THE TRANSFER OF FY 12/13 FUND BALANCES**

Be it resolved by the Board of Library Trustees of the City of Crystal Lake that, of the unexpended balances of the proceeds received during FY12/13 from annual public library taxes (General Fund/Operating Fund), the sum of \$575,400.73 shall be transferred to the Library's Special Reserve Fund and from annual public library taxes (FICA/IMRF Fund), the sum of \$62,725.56 shall be transferred to the FICA/IMRF Reserve.

PASSED this 23<sup>rd</sup> day of October, 2013, pursuant to a vote as follows:

AYES: Vanessa Baker, Charles K. Ebann, Ron Eberle, John Engebretson,  
Alice Fellers, Carol Heisler, Don Peters, Terri Reece, William Weller

NAYS: none

ABSENT: none

ATTEST:

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Teresa Reece, President of the Board of Library Trustees  
Crystal Lake Public Library

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Charles K. Ebann, Secretary of the Board of Library Trustees  
Crystal Lake Public Library



**THE BOARD OF LIBRARY TRUSTEES OF  
THE CITY OF CRYSTAL LAKE,  
MCHENRY COUNTY, ILLINOIS  
(CRYSTAL LAKE PUBLIC LIBRARY)**

**LIBRARY RESOLUTION NO. 1314-5**

**ANNUAL REPORT, BUDGET INFORMATION, DETERMINATION  
OF AMOUNTS TO BE LEVIED FOR LIBRARY PURPOSES  
AND STATEMENT OF FINANCIAL REQUIREMENTS  
FOR FISCAL YEAR 2013-14 **REVISED****

The Illinois Local Library Act, (75 ILCS 5/1-0.1 et seq.), and particularly Sec. 4-10 thereof, provides that within thirty days after the expiration of each fiscal year of the city, the board of library trustees shall make a report of the condition of its trust on the last day of the fiscal year to the city council, which report shall be in writing and shall be verified under oath by the secretary or some other responsible officer of the board of trustees; and which report shall contain an itemized statement of the various sums of money received from the library fund and from other sources, an itemized statement of the objects and purposes for which those sums of money have been expended, a statement of the financial requirements of the library for the ensuing fiscal year for inclusion in the appropriation of the corporate authority and the amount of money which, in the judgment of the board of library trustees, it will be necessary to levy for library purposes in the next annual tax levy ordinance, and a statement as to the amount of accumulations and the reason therefore, and any outstanding liabilities, including those for bonds still outstanding, among other information; and

WHEREAS, the City of Crystal Lake has adopted the statutory procedure of utilizing a budget officer, which procedure requires that an annual budget be adopted by the corporate authorities before the beginning of the fiscal year to which it pertains, and further authorizes the budget officer to obtain such additional information from boards of the municipality as the officer determines may be useful for purposes of compiling a municipal budget, and which further provides that the budget shall contain actual or estimated revenues and expenditures for the two (2) years immediately preceding the fiscal year for which the budget is prepared, all to be itemized in a manner which is in conformity with a chart of accounts, and further, which budget shall show specific funds from which each anticipated expenditure shall be made; and

WHEREAS, there appears to be a partial conflict between the statutory directives to local libraries in those circumstances where the corporate authority is a municipality operating under the budget officer procedure, and this board determines that it is in the best interest of the residents of the City of Crystal Lake that an annual report be submitted to the corporate authorities of the City of Crystal Lake in adequate time for presentation of an annual budget before the beginning of the fiscal year to which it applies, taking into account necessary notice and publication requirements as set forth by Ill. Rev. Stat., Chap. 65, Sec. 5/8-2-2.9; and

WHEREAS, this Board has carefully considered the funds available and its needs for the 2013/14 fiscal year; and this Board finds that it is in the best interests of the electors of this municipality that action be taken as follows:

Section 1. This Board hereby resolves that the following is a statement of the actual or estimated revenues for the two years immediately preceding the 2013/14 fiscal year for the General Operating Fund of the Crystal Lake Public Library:

<b>INCOME SOURCES</b>	<b>ACTUAL PER CITY AUDIT</b>		<b>ESTIMATED</b>
	<b>April 30, 2012</b>	<b>2011/12</b>	
Fines	74,739	74,739	74,740
Fees	46,003	46,003	45,700
Copier	9,245	9,245	10,000
Interest	1,131	1,131	3,000
Miscellaneous	21,928	21,928	3,000
Per Capita Grant	40,716	40,716	81,432
Miscellaneous Grants	3,597	3,597	0
Operating Taxes	3,680,467	3,680,467	3,686,752
IMRF/FICA Taxes	426,486	426,486	461,344
<b>TOTAL</b>	<b>\$4,304,312</b>	<b>\$4,304,312</b>	<b>\$4,365,968</b>
Working Cash Int. Transfer	89	89	0
Special Reserve Fund	0	0	500,000
Fund Balance	0	0	0
<b>GRAND TOTAL</b>	<b>\$4,304,401</b>	<b>\$4,304,401</b>	<b>\$4,865,968</b>

Section 2. Be it further resolved that the following is a statement of actual or estimated expenditures for the two years immediately preceding the 2013/14 fiscal year for the General Operating Fund of the Crystal Lake Public Library:

EXPENDITURES	ACTUAL PER CITY AUDIT	
	April 30, 2012 2011/12	ESTIMATED 2012/13
Salaries	2,033,680	2,184,200
FICA	150,688	167,901
IMRF	233,925	271,004
Group Insurance	283,819	350,353
<b>SUB TOTAL</b>	<b>\$2,702,112</b>	<b>\$2,973,458</b>
Legal, Professional	53,833	433,902
Publishing	1,035	5,990
Postage & Freight	29,875	31,000
Travel & Training	24,863	36,000
Dues & Subscriptions	5,937	6,400
Insurance & Bonding	27,558	32,211
Utilities	43,370	54,647
Buildings & Offices	128,390	143,623
Operating Equipment Maintenance	84,788	96,727
Rental-Buildings & Equipment	16,396	18,300
Contingent	0	185,833
Programming	27,245	29,592
<b>SUB TOTAL</b>	<b>\$443,290</b>	<b>\$1,074,225</b>
Office & Library Supplies	31,073	35,000
Cleaning Supplies	9,079	8,500
Landscape Materials	0	300
Small Supplies & Equipment	25,489	5,393
Library Materials:		
Books	221,391	231,000
AV Materials	114,322	123,400
Electronic Resources	121,746	138,500
Periodicals	15,857	18,650
Standing Orders	19,541	24,600
Stationery & Printing	28,268	33,000
<b>SUB TOTAL</b>	<b>\$586,766</b>	<b>\$618,343</b>
Operating Equipment	37,167	199,942
Building Equipment	718	0
<b>SUB TOTAL</b>	<b>\$37,885</b>	<b>\$199,942</b>
<b>TOTAL EXPENDITURES</b>	<b>\$3,770,053</b>	<b>\$4,865,968</b>

Section 3. Be it further resolved that the following is a statement of the financial requirements of the Library for the ensuing fiscal year for inclusion in the budget of the corporate authority for the General Operating Fund of the Crystal Lake Public Library, and of the amount of money which, in judgment of the Board of Library Trustees, it will be necessary to levy for library purposes in the next annual tax levy ordinance:

<u>EXPENDITURES</u>	<u>BUDGET</u>	<u>TAX LEVY</u>
Salaries	2,324,457	2,324,457
Insurance	590,182	590,182
FICA	282,102	282,102
IMRF	170,801	170,801
<b>SUB TOTAL</b>	<b>\$3,367,542</b>	<b>\$3,367,542</b>
Legal/Professional	36,613	5,000
Publishing	5,990	1,548
Postage & Freight	29,500	15,000
Travel /Training	35,000	0
Dues/Subscriptions	6,560	0
Insurance/Bonding	31,088	31,088
Utilities	48,360	48,360
Building & Offices	143,769	143,769
Operating Equipment Maintenance	99,660	94,000
Rental-Buildings & Equipment	21,120	19,000
Contingent	280,924	0
Programming	32,311	21,343
<b>SUB TOTAL</b>	<b>\$770,895</b>	<b>\$379,108</b>
Office & Library Supplies	33,000	25,000
Cleaning Supplies	8,500	6,000
Landscape Materials	300	0
Small Supplies & Equipment	7,280	0
Library Materials:		
Books	244,850	244,850
AV Materials	121,700	121,700
Electronic Resources	129,000	129,000
Periodicals	17,950	17,950
Standing Orders	23,150	23,150
Stationery & Printing	34,250	8,000
<b>SUB TOTAL</b>	<b>\$619,980</b>	<b>\$575,650</b>
Building Equipment	0	0
Operating Equipment	129,383	59,000
<b>SUB TOTAL</b>	<b>\$129,383</b>	<b>\$59,000</b>
<b>TOTAL</b>	<b>\$4,887,800</b>	<b>\$4,381,300</b>

Section 4. Be it further resolved that the following is an estimate of receipts during fiscal year 2013/14 for General Operating Fund purposes:

**INCOME SOURCES**

**ESTIMATED TOTALS**

Property Taxes - Library	3,928,397
Property Taxes - FICA	170,801
Property Taxes - IMRF	282,102
Fines	76,000
Fees	47,000
Copier	10,000
Interest	3,000
Miscellaneous	3,000
Per Capita Grant – Prior Year	45,000
Per Capita Grant – Current Year	45,000
Target Grant	2,500
Grant	25,000
<b>SUB TOTAL</b>	<b>\$4,637,800</b>
Working Cash Interest Transfer	0
General Reserve Fund	250,000
IMRF/FICA Reserve Fund	0
<b>GRAND TOTAL</b>	<b>\$4,887,800</b>

Section 5. Be it further resolved that the following is a statement as to the amount of accumulations or reserves, and the reasons therefore:

a. **Gift and Memorial Fund.** The Gift and Memorial Fund has been administered under the direction of the Library Board since August 1963. This fund includes gifts given by individuals and corporations to be used for purposes other than general operating expenses. Some gifts were given for restricted use. From that accumulation the Board hereby determines that the following expenditures be provided in the 2013/14 - REVISED budget:

**EXPENDITURES**

Community Relations	300
Postage & Freight	300
Contingent	40,001
Programming	28,000
Library Materials	4,647
Assisted Family Card	1,000
Printing	2,650
Operating Equipment	8,555
Landscaping	200

**TOTAL** **\$85,653**

**INCOME**

Restricted	26,750
Unrestricted	0
Fund Balance	58,903

**TOTAL** **\$85,653**

b. **Thomas W. Ames Funds.** In March 1986, the Board received a donation in the amount of \$1,013,003.00 from the Home State Bank of Crystal Lake, as Trustee under the Last Will and Testament of Thomas W. Ames. Expenditures from said fund may be restricted by the terms of the donation, or other Board policies. For the 2013/14 fiscal year, the following shall be included for budgetary purposes in accordance with the Board resolution dated July 9, 1986, titled RESOLUTION DESIGNATING PROCEDURE FOR MANAGEMENT AND EXPENDITURES OF FUNDS DONATED BY THE HOME STATE BANK OF CRYSTAL LAKE, AS TRUSTEE UNDER THE LAST WILL AND TESTAMENT OF THOMAS W. AMES, AND ESTABLISHING COMPREHENSIVE ALLOCATION PLAN:

<b><u>EXPENDITURES</u></b>	
Library Materials	6,000
<b>TOTAL</b>	<b>\$6,000</b>
<b><u>INCOME</u></b>	
Fund Balance	6,000
<b>TOTAL</b>	<b>\$6,000</b>

c. **Special Reserve Fund.** The Special Reserve Fund has been established by the Board of Library Trustees of the City of Crystal Lake on September 27, 2006 and amended on October 23, 2013 for the purpose of paying for major Library building remodeling, planned or emergency repairs and alterations of the Library building and its equipment, adding to the Library, site acquisition or a new Library. The Board hereby determines that the following expenditures be provided in the 2013/14 - REVISED budget:

<b><u>EXPENDITURES</u></b>	
Legal & Professional	326,000
Contingent	1,596,627
Operating Equipment	3,816
Building	12,291
<b>TOTAL</b>	<b>1,938,734</b>
<b><u>INCOME</u></b>	
Fund Balance	1,938,734
<b>TOTAL</b>	<b>1,938,734</b>

Section 6. Be it further resolved that the following is a statement of any outstanding liabilities, including those for bonds still outstanding or amounts due for judgments, settlements, liability insurance, or for amounts due under a certificate of the Board:

Bonds remain outstanding in accordance with the original schedule approved at the time the City of Crystal Lake authorized the issuance of 1.66 million dollars for the library construction project, all in accordance with the irrevocable bond ordinance previously filed by the City with the McHenry County Clerk.

Section 7. Be it further resolved that this Board may accumulate and set apart, as reserve funds, for the purpose of erecting a building to be used as a library or to purchase a site for the same, or to purchase a building, or to repair, remodel or improve an existing library building, or to build an addition thereto, or to furnish necessary equipment therefore, to acquire library materials such as books, periodicals, films, recordings, and electronic data storage and retrieval facilities in connection therewith, the unexpended balances of the proceeds annually received from taxes not in excess of the statutory limits, and a specific fund is to be or is being accumulated for this purpose, and this Board has further resolved to develop and adopt a plan or plans pursuant to Illinois Compiled Statutes, Chap. 75, Secs. 5/5-1 and 5/5-8, and other statutes appertaining thereto. In anticipation that some of the aforementioned activities may take place in fiscal year 2013/14, the following shall be included under the Construction and Repair Fund for budgetary purposes:

**EXPENDITURES**

Property Taxes	7,762
Rental Property	10,178
Contingent	30,000
<b>TOTAL</b>	<b>\$47,940</b>

**INCOME**

Capital Facilities Fees	15,000
Rent & Principal Balance	17,940
Fund Balance	15,000
<b>TOTAL</b>	<b>\$47,940</b>



Section 8. **Working Cash Fund.** The working cash fund was established in 1978 in the amount of \$50,000, in accordance with Illinois Compiled Statutes, Chapter 75, Section 5/4 - 13. Its purpose is to cover a period prior to tax distributions, if sufficient funds are not available in the operating fund. It may be used for other similar purposes, but must be restored when funds become available.

**EXPENDITURES**

Transfer to General Operating Fund                      \$0

**INCOME**

Interest Earned Previous Year                              \$0

Section 9. This resolution shall be in full force and effect from and after its passage and approval according to law, and any resolutions in conflict therewith are thereby repealed; and this resolution shall be submitted, under oath, by the secretary or some other responsible officer of this Board of Trustees to the City Council of Crystal Lake, and within thirty (30) days after the expiration of the 2013/14 fiscal year, a supplementary report shall be filed, under oath, by the secretary or some other responsible officer of this Board of Trustees, providing a statement:

- a. Of the number of books and periodicals available for use and the number and character thereof circulated during the preceding fiscal year;
- b. Of the real and personal property acquired by legacy, purchase, gift, or otherwise;
- c. Of the character of any extensions of library service which have been undertaken; and
- d. Of any other statistics, information, and suggestions that may be of interest, including any amendments to the financial information contained herein.

PASSED by the Board of Library Trustees of the City of Crystal Lake, McHenry County, Illinois (Crystal Lake Public Library), on this 23rd day of October 2013, by vote of:

AYES: Ron Eberle, John Engebretson, Carol Heisler, Don Peters,  
Terri Reece, William Weller

NAYS: Charles K. Ebann, Alice Fellers

ABSENT:

ABSTAIN: Vanessa Baker

APPROVED:

ATTEST:

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Teresa Reece  
President  
Board of Library Trustees  
of the City of Crystal Lake,  
McHenry County, Illinois  
(Crystal Lake Public Library)

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Charles K. Ebann  
Secretary