

**Crystal Lake Public Library  
Board of Trustees**

Minutes Regular Meeting – November 14, 2018

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

**Roll Call:**

**Present:** James Becker, Chuck Ebann, John Engebretson, Alice Feller (7:01pm), Stacey Lorenz, Don Peters, Terri Reece, Monica Szalaj, William Weller

**Absent:** none

**Other:** none

**Staff Present:** Kathryn I. Martens, Library Director; Karen Migaldi, Assistant Director; Nan Goerlitz, Recording Secretary; Stephanie Price, Public Relations Coordinator; Julie Gibson, Head of Circulation Services; Penny Ramirez, Head of Technical & Automation Services; Nancy Weber, Head of Adult Services

**Public Comment:** none

**Board Development:** The Library Director lead discussion and review of FY 2019 Per Capita Grant Requirements. These included the following: Trustees reviewed chapters 6-10 of the "TRUSTEE FACTS FILE THIRD EDITION," Trustees viewed an online video from JJs List about meeting the needs of individuals with challenges or disabilities, and Trustees reviewed the services provided by the Illinois Veterans' History Project.

**Consent Agenda:** It was moved by Don Peters and seconded by Terri Reece to approve the consent agenda including Items V. A and E.

**V. A. Approval of minutes of previous meeting(s) – Approve the minutes of the Regular Meeting of October 17, 2018.**

**V. E. 1. Financial reports – Approve the Financial Report for FY 18/19 as of October 31, 2018.**

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

**Approval of Disbursements:** It was moved by John Engebretson and seconded by Terri Reece to approve the disbursements in the total amount of \$318,310.85 as follows:

	<u>Total</u>
Operating Fund	269,848.26
Construction & Repair Fund	9,838.17
Per Capita Grant Funds	1,818.28
IMRF/FICA Funds	36,806.14
<b>Grand Total:</b>	<b>318,310.85</b>

**Roll Call:**

**Aye:** James Becker, Chuck Ebann, John Engebretson, Alice Fellers, Stacey Lorenz, Don Peters, Terri Reece, Monica Szalaj, William Weller

**Nay:** none

**Absent:** none

**Abstain:** none

**Motion Passed.**

**Board Action:**

- A) 2018 Levy: It was moved by Don Peters and seconded by William Weller to approve Resolution No 1819-8, FY 18/19 Revised Budget Resolution and authorize the Board President and Secretary to execute the document.

**Roll Call:**

**Aye:** James Becker, Chuck Ebann, John Engebretson, Alice Fellers, Stacey Lorenz, Don Peters, Terri Reece, Monica Szalaj, William Weller

**Nay:** none

**Absent:** none

**Abstain:** none

**Motion Passed.**

**Board Discussion:** Alice asked for clarification on non-resident cards. According to Administrative Code, non-residents apply at the library in the high school district in which the non-resident has his or her principal residence. When more than one public library serves a high school district – such as our D155 is served by Crystal Lake Public Library (CLPL), Cary Area Public Library District, and Fox River Grove Memorial Library – then the libraries must reach an agreement on how to divide the unserved areas. For CLPL this relates to the unserved area between Cary and Crystal Lake. Residents south of Route 176 and east of Route 31 go to Cary. All other go to CLPL.

**Adjournment:**

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

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

**Time:** 8:20 pm

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Monica Szalaj, Secretary