

**Crystal Lake Public Library
Board of Trustees**

Minutes Regular Meeting – November 18, 2015

Call to Order: The Regular Meeting of the Crystal Lake Public Library Board of Trustees was called to order by President Terri Reece at 7:01 pm in the Ames Meeting Room at the Library.

Roll Call:

Present: Chuck Ebann, Ron Eberle (7:03pm), John Engebretson, Alice Fellers, Carol Heisler, Don Peters, Terri Reece, William Weller

Absent: none

Other: none

Staff Present: Kathryn I. Martens, Library Director; Karen Migaldi, Assistant Director; Nan Goerlitz, Recording Secretary; Cheryl Riendeau, Business Office Manager; Linda Price-Natter, Public Relations Coordinator; Jennifer Drinka, Head of Youth Services; Cynthia Lopuszynski, Head of Adult Services; Pam Miller, Head of Circulation Services; Penny Ramirez, Head of Technical & Automation Services

Public Comment: none

Board Development: The Board watched a video created by United for Libraries on Advocacy.

Approval of minutes: It was moved by Don Peters and seconded by Chuck Ebann to approve the minutes of the Regular Meeting of October 21, 2015.

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

Consent Agenda: Included in the Consent Agenda were the Public Relations and Development report ending 11/19/15 and the Statistical Reports for October 2015. It was moved by Don Peters and seconded by Chuck Ebann to approve the consent agenda.

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

Committee and Board Member reports:

Communications Committee: The minutes from the October 26, 2015 meeting were in the packet.

Finance Committee: The minutes from the October 27, 2015 meeting were in the packet.

Facilities Committee: The minutes from the October 29, 2015 and November 5, 2015 meetings were in the packet.

Planning/PR Committees: The minutes from the October 29, 2015 joint meeting were in the packet.

Response to Questions Proposer: The minutes from the November 4, 2015 meeting regarding the Request for Qualifications for Construction Management Services were in the packet.

Building Committee: The minutes from the November 4, 2015 meeting were in the packet.

Approval of Financial Reports: It was moved by Chuck Ebann and seconded by Don Peters to approve the Financial Report for FY 15/16 as of September 30, 2015.

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

Approval of Disbursements: It was moved by John Engebretson and seconded by Chuck Ebann to approve the disbursements in the total amount of \$345,522.53 as follows:

	<u>Total</u>
Operating Fund	259,768.18
Construction & Repair	4,673.22
Special Reserve	24,696.33
Gift & Memorial Funds	59.37
IMRF/FICA Funds	35,722.12
Per Capita Grant Funds	20,603.31
Grand Total:	<hr/> 345,522.53

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.

Board Action:

A) Audit FY 14/15: The Board received and reviewed the Audit for FY 14/15.

Board Discussion: The Board discussed communication from the City of Crystal Lake regarding the appropriation for Operating/FICA/IMRF. John Engebretson and Terri Reece expressed interest in attending the PLA Conference.

Executive Session: It was moved by Chuck Ebann and seconded by Don Peters to move into Executive Session for the purpose of discussing the purchase or lease of real property for the use of the public body [5 ILCS 120/2(c)(5)], discussion of minutes of meetings lawfully closed under this Act for the semi-annual review of the minutes as mandated by Section 2.06 [5 ILCS 120/2(c)(21)], and to allow Kathryn I. Martens and Karen Migaldi to remain for the Executive Session at 7:48 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.

The Board came out of Executive Session at 7:55 pm.

There were no Executive Session minutes to release.

Adjournment:

It was moved by Chuck Ebann and seconded by Don Peters to adjourn.

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

Time: 7:56 pm

Charles K. Ebann, Secretary