

**Crystal Lake Public Library  
Board of Trustees**

Minutes Regular Meeting – December 19, 2012

**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.

**Roll Call:**

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

**Absent:** none

**Others:** 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; Cynthia Lopuszynski, Head of Adult Services

**Board Development:** Karen Migaldi provided training on the new mobile app, “Library Anywhere”.

**Approval of Minutes:** It was moved by Chuck Ebann and seconded by Don Peters to approve the Minutes of the Regular Meeting of November 14, 2012.

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

**Approval of Minutes:** It was moved by Chuck Ebann and seconded by Don Peters to approve the Minutes of the Special Meeting of December 5, 2012.

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

**Citizen Participation:** None

**Committee & Board Member Reports:**

Building Committee: Minutes for the November 15, November 28 and December 12, 2012 meetings were in the packet.

Finance Committee: Minutes for the November 27, 2012 meeting were in the packet.

Planning/PR Committees: Minutes for the December 10, 2012 meeting were in the packet.

**Approval of Financial Reports:** It was moved by Terri Reece and seconded by Don Peters to approve the Financial Report for FY 12/13 as of November 30, 2012.

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

**Approval of Disbursements:** It was moved by Eric Larsen and seconded by William Weller to approve the disbursements in the total amount of \$453,006.14 as follows:

	<u>Total</u>
Operating Fund	\$351,766.42
IMRF/FICA Funds	46,737.53
Construction & Repair Fund	2,050.00
Gift & Memorial Funds	868.05
Special Reserve Fund	46,859.15
Per Capita Grant Fund	4,724.99
<b>Grand Total:</b>	<hr/> \$453,006.14

**Roll Call:**

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

**Nay:** none

**Absent:** none

**Motion Passed.**

**Communications:** There were several communication items in the Board packet.

**Business:** There were no business items in the Board packet.

**Staff Reports:**

Included in the Board packet were the CLPL Media Relations Report, the Library Director's Report for December 2012, and the Statistical Reports for November 2012.

**Executive Session:** It was moved by Chuck Ebann 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 7:39 pm.

**Roll Call:**

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

**Nay:** none

**Absent:** none

**Motion Passed.**

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

**Roll Call:**

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

**Nay:** none

**Absent:** none

**Motion Passed.**

**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:** 10:11 pm

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William Weller, Secretary