

**Crystal Lake Public Library  
Board of Trustees**

Minutes Regular Meeting – January 16, 2013

**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:** none

**Staff Present:** Kathryn I. Martens, Library Director; Karen Migaldi, Assistant Director; Nan Goerlitz, Recording Secretary; Cynthia Lopuszynski, Head of Adult Services; Pam Miller, Head of Circulation Services; Penny Ramirez, Head of Technical & Automation Services; Lauren Rosenthal, Head of Youth Services

**Board Development:** Pam Miller and Cate Becker, Circulation Library Technical Assistant, gave an overview of the Disc Chek machine and the process of cleaning the various discs in the collection.

**Approval of Minutes:** It was moved by Don Peters and seconded by Chuck Ebann to approve the Minutes of the Regular Meeting of December 19, 2012.

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

**Citizen Participation:** None

**Committee & Board Member Reports:** There were no Committee reports in the Board packet.

**Approval of Financial Reports:** It was moved by Don Peters and seconded by William Weller to approve the Financial Report for FY 12/13 as of December 31, 2012.

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

**Approval of Disbursements: It was moved by Don Peters and seconded by Chuck Ebann to approve the disbursements in the total amount of \$280,906.40 as follows:**

	<u>Total</u>
<b>Operating Fund</b>	<b>\$243,662.14</b>
<b>IMRF/FICA Funds</b>	<b>30,257.58</b>
<b>Per Capita Grant Funds</b>	<b>6,646.97</b>
<b>Gift &amp; Memorial Funds</b>	<b>339.71</b>
<b>Special Reserve Fund</b>	<b>0.00</b>
<b>Grand Total:</b>	<hr/> <b>\$280,906.40</b>

**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:**

- A) Strategic Plan – Revised: **It was moved by Carol Heisler and seconded by Don Peters to approve the revised Strategic Plan.**

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

**Staff Reports:**

Included in the Board packet were the update on the Gale literature series, the CLPL Media Relations Report, and the Statistical Reports for December 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 and Karen Migaldi to remain for the Executive Session at 7:45 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 8:19 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 Don Peters and seconded by Eric Larsen to adjourn.

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

**Time:** 8:19 pm

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William Weller, Secretary