

**Crystal Lake Public Library
Board of Trustees**

Minutes Regular Meeting – January 20, 2016

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

Roll Call:

Present: Chuck Ebann, Ron Eberle, John Engebretson, Alice Fellers, Carol Heisler, Don Peters, Monica Szalaj, William Weller

Absent: Terri Reece

Other: Christopher Holly, Cooperative Computer Services (CCS)

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; Pamela Miller, Head of Circulation Services; Penny Ramirez, Head of Technical & Automation Services

Public Comment: none

Board Development: Christopher Holly gave an overview of Cooperative Computer Services' (CCS) role in our Library consortium.

Reading and approval of minutes: It was moved by Don Peters and seconded by Chuck Ebann to approve the minutes of the Regular Meeting of December 16, 2015.

Voice Vote: Aye-8; Nay-0; Absent-1; Abstain-0; Motion Passed.

Consent Agenda: Included in the Consent Agenda were the CLPL Public Relations and Development report ending January 15, 2016. It was moved by Don Peters and seconded by Chuck Ebann to approve the consent agenda.

Voice Vote: Aye- 8; Nay- 0; Absent- 1; Abstain- 0; Motion Passed.

At the request of Alice Fellers, the Library Director's Report for January 2016 and the Statistical Report for December 2015 were removed from the Consent Agenda and discussed.

Committee and Board Member reports:

Planning/Public Relations Committees: The minutes from the January 4, 2016 joint 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 December 31, 2015.

Voice Vote: Aye- 8; Nay- 0; Absent- 1; 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 \$499,889.92 as follows:

	<u>Total</u>
Operating Fund	\$411,904.49
Construction & Repair Fund	11,729.90
Special Reserve	12,371.98
Gift & Memorial Funds	134.97
IMRF/FICA Funds	52,126.62
Per Capita Grant Funds	11,621.96
Grand Total:	<hr/> 499,889.92

Roll Call:

Aye: Chuck Ebann, Ron Eberle, John Engebretson, Alice Fellers, Carol Heisler, Don Peters, Monica Szalaj, William Weller

Nay: none

Absent: Terri Reece

Motion Passed.

Board Action:

- A) Construction Manager agreement: It was moved by Don Peters and seconded by John Engebretson to approve the Contract for Pre-Referendum Services with Gilbane Building Company, in the amount of \$28,160, plus reimbursable expenses not to exceed \$4,500, and authorize the Vice-President to execute the contract on behalf of the Library Board.

Voice Vote: Aye- 8; Nay- 0; Absent- 1; Abstain- 0; **Motion Passed.**

- B) Information Only Initiative Budget: It was moved by Don Peters and seconded by Chuck Ebann to approve the budget for the Projected Costs for the Info-Only Initiatives, in the amount not to exceed \$150,000, with funding sources of Special Reserve and Gift & Memorial Funds.

Roll Call:

Aye: Chuck Ebann, Ron Eberle, John Engebretson, Alice Fellers, Carol Heisler, Don Peters, Monica Szalaj, William Weller

Nay: none

Absent: Terri Reece

Motion Passed.

- C) Polling Agreement: It was moved by Don Peters and seconded by John Engebretson to approve the Statement of Agreement for Professional Services with Unicom-Arc for a community telephone survey in the amount not to exceed \$20,000, and authorize the Library Director to execute the document.

Roll Call:

Aye: Chuck Ebann, Ron Eberle, John Engebretson, Alice Fellers, Carol Heisler, Don Peters, Monica Szalaj, William Weller

Nay: none

Absent: Terri Reece

Motion Passed.

Adjournment:

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

Voice Vote: Aye- 8; Nay- 0; Absent- 1; Abstain- 0; Motion Passed.

Time: 8:43 pm

Charles K. Ebann, Secretary