

**Crystal Lake Public Library
Board of Trustees**

Minutes Regular Meeting- March 17, 2010

Call to Order: The Regular Meeting of the Crystal Lake Public Library Board of Trustees was called to order by President Carol Heisler at 7:06 pm

Roll Call:

Present: Bob Cairone, John Engebretson, Alice Fellers (7:09), Carol Heisler, Eric Larsen, Don Peters, Terri Reece, William Weller

Absent: Brian Pappalardo

Others: None

Staff Present: Kathryn I. Martens, Library Director; Karen Migaldi, Assistant Director; Nan Goerlitz, Recording Secretary; Debbie Brown, Business Manager; Cynthia Lopuszynski, Head of Adult Services

Alice Fellers arrived at 7:09 pm.

Citizen Participation: None

Board Development: Kathryn Martens introduced the first in a series of trustee videos from the Wyoming Libraries web site.

Approval of Minutes: It was moved by Bob Cairone and seconded by Don Peters to approve the Minutes of the Regular Meeting of February 17, 2010.

Voice Vote: Aye-7; Nay-0; Absent-1; Abstain-1; Motion Passed.

Committee & Board Member Reports:

Facilities Committee: Minutes for the February 22, 2010, meeting were in the packet. Karen Migaldi reported on the security system progress and details of the refund of security deposit for tenants of 17 McHenry Ave Rental Property.

PR Committee: Minutes for the March 3, 2010 meeting were in the packet.

Planning Committee: Minutes for the February 24, 2010 meeting were in the packet.

Governance Committee: Minutes for the March 1, 2010 meeting were in the packet.

Approval of Financial Reports: It was moved by Don Peters and seconded by William Weller to approve the Financial Report for FY 09/10 as of February 28, 2010.

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

Approval of Disbursements: It was moved by John Engebretson and seconded by William Weller to approve the disbursements in the total amount of \$269,476.66 as follows:

Operating Fund	\$267,135.45
Construction & Repair Fund	\$2,269.03
Gift & Memorial Fund	\$62.42
Ames Fund	<u>\$9.76</u>
Total:	\$269,476.66

Roll Call:

Aye: Bob Cairone, John Engebretson, Alice Fellers, Carol Heisler, Eric Larsen, Don Peters, Terri Reece, William Weller
Absent: Brian Pappalardo
Motion Passed.

Communications:

There were several communications in the Board Packet.

Business:

A) Landscape Maintenance Contract 2010: It was moved by Don Peters and seconded by John Engebretson to hire Tonkin Landscape, Inc. for the 2010 season for the amounts specified in the proposal.

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

B) Hours of Operation Policy: It was moved by Terri Reece and seconded by Don Peters to approve the revised Hours of Operation Policy.

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

C) Interlibrary Loan Policy: It was moved by Don Peters and seconded by Terri Reece to approve the Interlibrary Loan Policy as revised.

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

D) Freedom of Information Act Policy: It was moved by Eric Larsen and seconded by Don Peters to adopt Library Resolution No. 0910-11 – Resolution of FOIA Compliance.

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

E) Video Surveillance Policy: It was moved by Don Peters and seconded by Terri Reece to approve the Video Surveillance Policy as amended by our Library's attorney.

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

F) Budget Presentation Preview: Board provided feedback on the Budget Presentation.

Other Business: none

Staff Reports:

Included in the Board packets were the Library Director's report for March 2010, the Statistical Reports for February 2010, and additional statistics for Crystal Lake Public Library alone and as part of CCS.

Adjournment:

It was moved by Don Peters and seconded by Terri Reece to adjourn.

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

Time: 9:26pm

Bob Cairone, Secretary