

Crystal Lake Public Library
Board of Trustees
Minutes Regular Meeting – March 20, 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 7:02 pm in the Ames Meeting Room at the Library.

Roll Call:

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

Absent: Chuck Ebann

Others: Joe Huberty, Engberg Anderson

Staff Present: Kathryn I. Martens, Library Director; Karen Migaldi, Assistant Director; Nan Goerlitz, Recording Secretary; Linda Price-Natter, Public Relations Coordinator; Cynthia Lopuszynski, Head of Adult Services; Penny Ramirez, Head of Technical & Automation Services; Lauren Rosenthal, Head of Youth Services

Board Development: Cynthia Lopuszynski presented details on the annual CLPL Poetry Contest, now in its tenth year. Lauren Rosenthal shared details of the annual Read, Write & Win Contest.

Approval of Minutes: It was moved by Don Peters and seconded by Terri Reece to approve the Minutes of the Regular Meeting of February 20, 2013.

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

Citizen Participation: None

Committee & Board Member Reports:

Automation Committee: The minutes of the February 12, 2013 meeting were in the packet.

Building Committee: The minutes of the February 13 and February 26, 2013 meetings were in the packet.

Personnel Committee: The minutes of the February 27, 2013 meeting were in the packet. William Weller handed out forms for the Library Director's annual evaluation.

Facilities Committee: The minutes of the February 28, 2013 meeting were in the packet.

Approval of Financial Reports: It was moved by Eric Larsen and seconded by Don Peters to approve the Financial Report for FY 12/13 as of February 28, 2013.

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

Approval of Disbursements: It was moved by Don Peters and seconded by William Weller to approve the disbursements in the total amount of \$292,380.23 as follows:

	<u>Total</u>
Operating Fund	\$253,862.47
IMRF/FICA Funds	29,337.00
Per Capita Grant Funds	1,936.98
Gift & Memorial Funds	418.85
Special Reserve Fund	6,824.93
Grand Total:	<hr/> \$292,380.23

Roll Call:

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

Nay: none

Absent: Chuck Ebann

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 March 2013, and the Statistical Reports for February 2013.

Executive Session: It was moved by Eric Larsen 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 7:40 pm.

Roll Call:

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

Nay: none

Absent: Chuck Ebann

Motion Passed.

It was moved by Don Peters and seconded by Alice Fellers to move out of Executive Session at 9:18 pm.

Roll Call:

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

Nay: none

Absent: Chuck Ebann

Motion Passed.

Adjournment:

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

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

Time: 9:19 pm

William Weller, Secretary