

Crystal Lake Public Library
Board of Trustees
Minutes Regular Meeting – April 16, 2014

Call to Order: The Regular Meeting of the Crystal Lake Public Library Board of Trustees was called to order by President Terri Reece at 7:01 pm in the Ames Meeting Room at the Library.

Roll Call:

Present: Vanessa Baker, Chuck Ebann, Ron Eberle, John Engebretson, Alice Fellers (7:03), Carol Heisler, Don Peters, Terri Reece, William Weller

Absent: none

Other: 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; Jennifer Drinka, Head of Youth Services; Pamela Miller, Head of Circulation Services; Cynthia Lopuszynski, Head of Adult Services

Citizen Participation: none

Board Development: The Library Director and Board members who attended the PLA Conference shared insights from the conference.

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 March 19, 2014.

Voice Vote: Aye-9; Nay-0; Absent-0; Abstain-0; Motion Passed.

Committee and Board Member reports:

Planning/PR Committees: The minutes from the March 17, April 2, and April 9, 2014 meetings were in the packet.

Building Committee: The minutes from the April 9, 2014 meeting were in the packet.

Consent Agenda: Included in the Consent Agenda were The Voice for America's Libraries newsletter, the Library Director's report for April 2014 and the Statistical Report for March 2014. The communication about ATLAS workshop was removed from the Consent Agenda. **The Consent Agenda was adopted by general consent.**

The Library Director checked with the Board members about attending the ATLAS presents "Thank you for Your Comments" workshop.

Approval of Financial Reports: It was moved by John Engebretson and seconded by Don Peters to approve the Financial Report for FY 13/14 as of March 31, 2014.

Voice Vote: Aye- 9; Nay- 0; Absent- 0; Abstain- 0; **Motion Passed.**

Approval of Disbursements: It was moved by John Engebretson and seconded by Chuck Ebann to approve the disbursements in the total amount of \$336,793.48 as follows:

	<u>Total</u>
Operating Fund	\$286,943.70
Gift & Memorial Fund	281.70
IMRD/FICA Funds	31,707.48
Per Capita Funds	6,798.18
Special Reserve Funds	11,062.42
Grand Total:	<hr/> \$336,793.48

Roll Call:

Aye: Vanessa Baker, Chuck Ebann, Ron Eberle, John Engebretson, Alice Fellers, Carol Heisler, Don Peters, Terri Reece, William Weller

Nay: none

Absent: none

Motion Passed.

Business:

A) FY 14/15 Salary Scale: It was moved by Chuck Ebann and seconded by Don Peters to approve the Classification and Pay Ranges for FY 14/15 effective May 1, 2014 as recommended by the Personnel Committee.

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

B) FY 14/15 merit increases: It was moved by William Weller and seconded by Don Peters to approve the recommendation from the Personnel Committee to establish FY 14/15 merit increases at 2% for Meets Requirements, 3% for More Than Meets Requirements, and 4% for Exceeds Requirements effective May 11, 2014 (beginning of the first full payroll in FY 14/15).

Voice Vote: Aye- 7; Nay- 2; Absent- 0; Abstain- 0; **Motion Passed.**

Executive Session: It was moved by Chuck Ebann and seconded by Don Peters to move into Executive Session for the purposes of discussing personnel [5 ILCS 120/2(c)(1), 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 7:51 pm.

Roll Call:

Aye: Vanessa Baker, Chuck Ebann, Ron Eberle, John Engebretson, Alice Fellers, Carol Heisler, Don Peters, Terri Reece, William Weller

Nay: none

Absent: none

Motion Passed.

It was moved by Chuck Ebann and seconded by Don Peters to move out of Executive Session at 10:06 pm.

Roll Call:

Aye: Vanessa Baker, Chuck Ebann, Ron Eberle, John Engebretson, Alice Fellers, Carol Heisler, Don Peters, Terri Reece, William Weller

Nay: none

Absent: none

Motion Passed.

It was moved by Chuck Ebann and seconded by Don Peters to approve a revised agreement with Engberg Anderson as presented.

Roll Call:

Aye: Vanessa Baker, Chuck Ebann, Ron Eberle, John Engebretson, Alice Fellers, Carol Heisler, Don Peters, Terri Reece, William Weller

Nay: none

Absent: none

Motion Passed.

It was moved by Don Peters and seconded by Ron Eberle to approve the consensus decision reached in Executive Session concerning personnel.

Roll Call:

Aye: Vanessa Baker, Chuck Ebann, Ron Eberle, John Engebretson, Alice Fellers, Carol Heisler, Don Peters, Terri Reece, William Weller

Nay: none

Absent: none

Motion Passed.

Adjournment:

It was moved by Don Peters and seconded by William Weller to adjourn.

Voice Vote: Aye- 9; Nay- 0; Absent- 0; Abstain- 0; Motion Passed.

Time: 10:11 pm

Chuck Ebann, Secretary