

Crystal Lake Public Library
Board of Trustees
Minutes Regular Meeting – April 17, 2019

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

Roll Call:

Present: James Becker, Chuck Ebann, John Engebretson, Alice Feller, Stacey Lorenz, Don Peters, Terri Reece, Monica Szalaj, William Weller

Absent: none

Other: Roger Ritzman, Attorney; Bonita Drew

Staff Present: Kathryn I. Martens, Library Director; Karen Migaldi, Assistant Director; Nan Goerlitz, Recording Secretary; Teri Galluzzi, Business Manager; Stephanie Price, Public Relations Coordinator; Becky Fyolek, Head of Youth Services; Julie Gibson, Head of Circulation Services; Penny Ramirez, Head of Technical & Automation Services; Nancy Weber, Head of Adult Services

Public Comment: none

Board Development: Roger Ritzman presented the Board with pros and cons of district vs municipal library.

Consent Agenda: It was moved by Terri Reece and seconded by Don Peters to approve the consent agenda including Items V. A and E.

V. A. Approval of minutes of previous meeting(s) – Approve the minutes of the Regular Meeting of March 20, 2019.

V. E. 1. Financial reports – Approve the Financial Report for FY 18/19 as of March 31, 2019.

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

Approval of Disbursements: It was moved by John Engebretson and seconded by Terri Reece to approve the disbursements in the total amount of \$465,381.10 as follows:

	<u>Total</u>
Operating Fund	384,988.26
Construction & Repair Fund	4,245.89
Per Capita Grant Funds	12,012.99
Special Reserve	10,841.76
Gift & Memorial Funds	2,599.74
IMRF/FICA Funds	50,419.21
Ames Funds	273.25
Grand Total:	<hr/> 465,381.10

Roll Call:

Aye: James Becker, Chuck Ebann, John Engebretson, Alice Fellers, Stacey Lorenz, Don Peters, Terri Reece, Monica Szalaj, William Weller

Nay: none

Absent: none

Abstain: none

Motion Passed.

Board Action:

- A) 2019 Communications Plan: **It was moved by Terri Reece and seconded by Don Peters to approve the Crystal Lake Public Library Communications Plan 2019.**

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

- B) Personnel Committee recommendations

1. FY 19/20 Salary Scale approval: **It was moved by William Weller and seconded by Don Peters to approve the Classification and Pay Ranges for FY 19/20 effective May 1, 2019 as recommended by the Personnel Committee.**

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

2. FY 19/20 merit increases: **It was moved by William Weller and seconded by Don Peters to approve the recommendation from the Personnel Committee to establish FY 19/20 merit increases at 2.5% for Meets Requirements, 3% for More Than Meets Requirements, and 3.5% for Exceeds Requirements effective May 5, 2019 (beginning of the first full payroll in FY 19/20).**

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

Board Discussion: William Weller passed out the Library Director evaluation forms.

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: 8:16 pm

Monica Szalaj, Secretary