

**Crystal Lake Public Library**  
**Board of Trustees**  
Minutes Regular Meeting – May 18, 2016

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

**Roll Call:**

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

**Absent:** none

**Other:** Rod Wright, Unicom-ARC

**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 and Automation Services

**Public Comment:** none

**Board Development:** none

**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 April 20, 2016.

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

**Consent Agenda:** Included in the Consent Agenda were CLPL Public Relations and Development report ending May 12, 2016, the Library Director's report for May 2016, the Statistical Report for April 2016, the Employee Service Recognition Resolution, and the Summer Reading Program proclamation. **It was moved by John Engebretson and seconded by Don Peters to approve the consent agenda.**

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

## Committee and Board Member reports:

Building Committee: The minutes from the April 26, 2016 meeting were in the packet.

Planning/Public Relations Committees: The minutes from the May 2, 2016 joint meeting were in the packet.

Facilities Committee: The minutes from the May 5, 2016 meeting were in the packet.

Technology Committee: The minutes from the May 10, 2016 meeting were in the packet.

Friends of the Crystal Lake Library: Alice reported that upcoming Friends fundraisers include Culver's on June 8, 2016 and Savers on July 21-23, 2016.

John Engebretson reported that he and William Weller attended the Bethany Lutheran Church Council meeting.

**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 April 30, 2016.**

**Voice Vote: Aye- 9; Nay- 0; Absent- 0; 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 \$396,638.89 as follows:**

	<u>FY 15/16</u>	<u>FY 16/17</u>	<u>Total</u>
Operating Fund	311,437.10	14,135.58	325,572.68
IMRF/FICA Funds	36,067.45	0.00	36,067.45
Construction & Repair	630.62	17,015.77	17,646.39
Gift & Memorial Funds	152.22	0.00	152.22
Special Reserve Fund	10,470.00	4,983.09	15,453.09
Per Capita Funds	1,747.06	0.00	1,747.06
<b>Grand Total:</b>	<b>360,504.45</b>	<b>36,134.44</b>	<b>396,638.89</b>

### Roll Call:

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

**Nay:** none

**Absent:** none

**Motion Passed.**

**Board Action:**

- A) Community Survey Report – Rod Wright, Unicom-ARC: Rod Wright presented the results from the Community Survey.
- B) Technology Plan - Approve: **It was moved by Chuck Ebann and seconded by Don Peters to approve the Technology Plan covering FY 16/17, FY 17/18, and Future.**

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

**Board Discussion:** none

**Executive Session:** It was moved by John Engebretson and seconded by Chuck Ebann to move into Executive Session for the purposes of discussing personnel [5 ILCS 120/2(c)(1)] and to allow Kathryn I. Martens to remain for the Executive Session at 7:41 pm.

**Roll Call:**

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

**Nay:** none

**Absent:** none

**Motion Passed.**

**The Board came out of Executive Session at 8:47 pm.**

**It was moved by William Weller and seconded by Chuck Ebann to increase the Library Director's salary for FY 16/17 by the amount agreed in Executive Session.**

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

**Adjournment:**

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

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

**Time:** 8:49 pm

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Chuck Ebann, Secretary