

**Crystal Lake Public Library**  
**Board of Trustees**  
Minutes Regular Meeting – July 20, 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 (7:17pm), Don Peters, Terri Reece, Monica Szalaj

**Absent:** William Weller

**Other:** none

**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

Alice Fellers arrived at 7:17 pm.

**Board Development:** Karen Migaldi reviewed the Intranet features with the Board.

**Reading and approval of minutes:** It was moved by Chuck Ebann and seconded by Don Peters to approve the minutes of the Regular Meeting of June 22, 2016.

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

**Reading and approval of minutes:** It was moved by Don Peters and seconded by John Engebretson to approve the minutes of the Special Meeting of June 29, 2016.

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

**Consent Agenda:** Included in the Consent Agenda were several communication items, the CLPL Public Relations and Development report ending July 14, 2016, and the Statistical Report for June 2016. It was moved by Don Peters and seconded by Ron Eberle to approve the consent agenda.

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

**Committee and Board Member reports:**

Planning/Public Relations Subcommittee: The minutes from the June 23, 2016 meeting were in the packet.

Technology Committee: The minutes from the June 28, 2016 meeting were in the packet.

**Approval of Financial Reports:** It was moved by Don Peters and seconded by Chuck Ebann to approve the Financial Report for FY 15/16 as of June 30, 2016.

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

**Approval of Financial Reports:** It was moved by John Engebretson and seconded by Chuck Ebann to approve the Financial Report for FY 16/17 as of June 30, 2016.

**Voice Vote:** Aye- 8; Nay- 0; Absent- 1; 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 \$344,720.59 as follows:

	<u>Total</u>
Operating Fund	278,554.76
Construction & Repair	14,081.70
Special Reserve Fund	13,511.17
Gift & Memorial Funds	2,197.57
IMRF/FICA Funds	36,375.39
<b>Grand Total:</b>	<hr/> 344,720.59

**Roll Call:**

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

**Nay:** none

**Absent:** William Weller

**Motion Passed.**

**Board Action:**

A) Approve 2017 Calendars

1. Library Board meetings: It was moved by John Engebretson and seconded by Don Peters to approve the 2017 meeting dates for the Crystal Lake Public Library Board of Trustees per the attached schedule.

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

2. Library Closings: It was moved by Chuck Ebann and seconded by Don Peters to approve the 2017 Scheduled Library Closings for the Crystal Lake Public Library.

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

B) Election of Officers for FY 16/17: It was moved by John Engebretson and seconded by Don Peters to waive compliance with Article III, Section 8 of the Crystal Lake Public Library Board of Trustees Bylaws for FY 16/17 which states “No person shall serve in the same office for more than two (2) full consecutive terms.”

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

It was moved by Don Peters and seconded by Chuck Ebann to close the nominations and elect the following Slate of Officers for FY 16/17:

<b>President:</b>	<b>Terri Reece</b>
<b>Vice-President:</b>	<b>William Weller</b>
<b>Treasurer:</b>	<b>Carol Heisler</b>
<b>Secretary:</b>	<b>Chuck Ebann</b>

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

C) Architect's contract - extension: It was moved by John Engebretson and seconded by Don Peters to approve the extension to the Engberg Anderson contract with a not to exceed amount of \$468,000 and authorize the Library Board President to execute the document.

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

**Board Discussion:** The Library Director reviewed Property Assessment Notices and Real Estate Tax bills. The Advisory Referendum question uses the words “market value home”. The words on the Assessment and Tax Bill is “fair cash value”. Helping the voters understand that these terms are used interchangeably will be part of our education efforts.

**Executive Session:** It was moved by John Engebretson 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 and Karen Migaldi to remain for the Executive Session at 7:50 pm.**

**Roll Call:**

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

**Nay:** none

**Absent:** William Weller

**Motion Passed.**

**The Board came out of Executive Session at 8:08 pm.**

**Adjournment:**

**It was moved by Don Peters and seconded by John Engebretson to adjourn.**

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

**Time: 8:09 pm**

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Chuck Ebann, Secretary