

**Crystal Lake Public Library
Board of Trustees**

Minutes Regular Meeting- July 21, 2010

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

Oath of Office: John Engebretson and Don Peters took the Oath of Office as returning members of the Board. (Eric Larsen was absent.)

Roll Call:

Present: Bob Cairone, John Engebretson, Alice Fellers, Carol Heisler, Don Peters, Terri Reece

Absent: Eric Larsen, Brian Pappalardo, William Weller

Others:

Staff Present: Kathryn I. Martens, Library Director; Karen Migaldi, Assistant Director; Nan Goerlitz, Recording Secretary; Debbie Brown, Business Manager; Linda Price, Public Relations Coordinator; Pam Miller, Head of Circulation Services; Mary Van Sickle, Head of Technical and Automation Services

Citizen Participation: None

Board Development: Mary Van Sickle gave an overview of BiblioCommons – the new user interface for the on-line catalog that will be rolled out in the Fall.

Approval of Minutes: It was moved by Don Peters and seconded by Terri Reece to approve the Minutes of the Regular Meeting of June 16, 2010.

Voice Vote: Aye-6; Nay-0; Absent-3; Abstain-0; Motion Passed.

Committee & Board Member Reports:

Planning Committee: Minutes for the June 23, 2010 meeting were in the packet.

Facilities Committee: Minutes for the July 2, 2010 meeting were in the packet.

PR Committee: Minutes for the July 6, 2010 meeting were in the packet.

CL Foundation: Don Peters reported an increase in sponsors for the Clay Jenkinson Event.

Approval of Financial Reports: It was moved by John Engebretson and seconded by Don Peters to approve the Final Financial Report for FY 09/10 as of June 30, 2010.

Voice Vote: Aye- 6; Nay- 0; Absent- 3; Abstain- 0; **Motion Passed.**

It was moved by John Engebretson and seconded by Don Peters to approve the Financial Report for FY 10/11 as of June 30, 2010.

Voice Vote: Aye- 6; Nay- 0; Absent- 3; Abstain- 0; **Motion Passed.**

Approval of Disbursements: It was moved by Don Peters and seconded by Bob Cairone to approve the disbursements in the total amount of \$390,987.65 as follows:

| | |
|----------------------------|---------------------|
| Operating Fund | \$104,135.72 |
| | 285,549.72 |
| Construction & Repair Fund | 1,259.14 |
| | 43.07 |
| Grand Total: | \$390,987.65 |

Roll Call:

Aye: Bob Cairone, John Engebretson, Alice Fellers, Carol Heisler, Don Peters, Terri Reece

Absent: Eric Larsen, Brian Pappalardo, William Weller

Motion Passed.

Communications: There were several communications in the Board packet.

Business:

A) FY 09/10 Annual reports

1. IPLAR: It was moved by Don Peters and seconded by Terri Reece to approve and authorize appropriate officers to sign the FY 09/10 Annual Report to the IL State Library.

Voice Vote: Aye- 6; Nay- 0; Absent- 3; Abstain- 0; **Motion Passed.**

2. CLPL: The Crystal Lake Public Library FY 09/10 Annual Report was included in the Board packet. Library Director Martens walked the Board through the document and pointed out notable trends in CLPL use over the last three years.

B) Working Cash – FY 09/10 Interest transfer: It was moved by John Engebretson and seconded by Don Peters to pass the Resolution for the Transfer of Interest in the amount of \$101.42 from Working Cash to Operating.

Voice Vote: Aye- 6; Nay- 0; Absent- 3; Abstain- 0; Motion Passed.

C) 2011 Calendars

1. **Library Board meetings: It was moved by John Engebretson and seconded by Don Peters to approve the 2011 Meeting Dates for the Library Board of Trustees as presented.**

Voice Vote: Aye- 6; Nay- 0; Absent- 3; Abstain- 0; Motion Passed.

2. **Library Closings: It was moved by Don Peters and seconded by Terri Reece to approve the Scheduled Library Closings for 2011 with the amendment that the Library be open on December 26, 2011.**

Voice Vote: Aye- 6; Nay- 0; Absent- 3; Abstain- 0; Motion Passed.

D) Election of Officers for FY 10/11: It was moved by Terri Reece and seconded by Bob Cairone to elect the following slate of officers:

| | |
|------------------------|-------------------------|
| President: | Carol Heisler |
| Vice-President: | John Engebretson |
| Treasurer: | Eric Larsen |
| Secretary: | Bob Cairone |

Voice Vote: Aye- 6; Nay- 0; Absent- 3; Abstain- 0; Motion Passed.

Staff Reports:

Included in the Board packet were Staff reports on the Summer Reading Program, the NTS Job Club Libraries Presentation, various interactions with patrons, the Library Director's report for July 2010, and the Statistical Reports for June 2010.

Adjournment:

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

Voice Vote: Aye- 6; Nay- 0; Absent- 3; Abstain- 0; Motion Passed.

Time: 8:42pm