

**Crystal Lake Public Library
Board of Trustees**

Minutes Regular Meeting – August 15, 2012

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

Eric Larsen served as Secretary Pro Tem in William Weller's absence.

Oath of Office: Carol Heisler took the Oath of Office as a returning member of the Board.

Roll Call:

Present: Bob Cairone, Chuck Ebann, Alice Fellers, Carol Heisler, Eric Larsen, Don Peters, Terri Reece

Absent: John Engebretson, William Weller

Others: Roberta Wajrowski, Joseph Wajrowski

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; Cynthia Lopuszynski, Head of Adult Services; Pam Miller, Head of Circulation Services; Lauren Rosenthal, Head of Youth Services

Citizen Participation: none

Board Development: Covered under Per Capita Grant requirements this month.

Approval of Minutes: It was moved by Chuck Ebann and seconded by Don Peters to approve the Minutes of the Regular Meeting of July 18, 2012.

Voice Vote: Aye-5; Nay-0; Absent-2; Abstain-2; Motion Passed.

Committee & Board Member Reports:

Finance Committee: Minutes for the July 24, 2012 and August 9, 2012 meetings were in the packet.

Building Committee: Minutes for the August 7, 2012 meeting were in the packet.

Approval of Financial Reports: It was moved by Eric Larsen and seconded by Don Peters to approve the Financial Report for FY 12/13 as of July 31, 2012.

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

Approval of Disbursements: It was moved by Chuck Ebann and seconded by Don Peters to approve the disbursements in the total amount of \$312,666.30 as follows:

	<u>Total</u>
Operating Fund	\$272,183.61
IMRF/FICA Funds	30,518.08
Construction & Repair Fund	3,835.30
Gift & Memorial Funds	480.95
Per Capita Grant Funds	0.00
Special Reserve Fund	5,648.36
Grand Total:	<hr/> \$312,666.30

Roll Call:

Aye: Bob Cairone, Chuck Ebann, Alice Fellers, Carol Heisler, Eric Larsen, Don Peters, Terri Reece

Nay: none

Absent: John Engebretson, William Weller

Motion Passed.

Communications: There was one communication item in the Board packet.

Business:

A) Per Capita Grant – FY 2013 Requirement

1. Illinois Library Law and Rules, 75 ILCS 10/8 State Grants and 10/8.1 Eligibility for Grants – Review: The Board reviewed the materials including in the packet.
2. List of supplemental taxes – Review: The Board reviewed the materials included in the packet.
3. Serving Our Public 2.0: Standards for IL Public Libraries, Chapter 9 – Programming – Review and progress report: The Board reviewed the materials included in the packet.

B) Library Fine Amnesty 2012: It was moved by Eric Larsen and seconded by Don Peters to approve Library Resolution No. 1213-3 for a Pay It Forward Fine Amnesty program from November 1-15, 2012 whereby all fines are forgiven when at least one half of the amount owed is donated to the Crystal Lake Food Pantry via cash or check.

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

C) Committee Assignments: The FY 12/13 Committee Assignments were included in the Board packet.

Staff Reports:

Included in the Board packet were the Library Director's Report for August 2012 and the Statistical Reports for July 2012. The most current statistics for the 2012 Summer Reading Program were shared with the Board members. Karen Migaldi briefed the Board on a growing theft problem in the media collection.

Adjournment:

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

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

Time: 7:36 pm

Eric Larsen, Secretary Pro Tem

Resolution

WHEREAS, the Mission of the Crystal Lake Public Library Is “Helping people, of all ages and backgrounds, learn enjoy, and better their lives”, and

WHEREAS, the Crystal Lake Public Library’s Strategic Plan, as approved 12/14/11, includes the goals and objectives to

- Work cooperatively with other...community groups and other organizations to enhance access to Library resources
- Identify, maintain, and expand cooperative ventures
- Make use of special events to increase visibility and raise awareness of the Library and its resources

WHEREAS, Community Harvest is a special community-wide effort in Fall 2012 to support the Crystal Lake Food Pantry and needy families in our community, and

WHEREAS, an amnesty program has proven to be popular and successful by giving Library patrons who have fallen behind the opportunity to return to good standing and thus again make use of beneficial Library resources,

NOW THEREFORE, be it resolved that the Board of Library Trustees approves a Pay It Forward Fine Amnesty to benefit the Crystal Lake Food Pantry from November 1-15, 2012 whereby all fines are forgiven when at least one half of the amount owed is donated to the Crystal Lake Food Pantry via cash or check.

DATE: August 15, 2012

Vice-President
Board of Library Trustees of the City of Crystal Lake

ATTEST:

Treasurer
Board of Library Trustees of the City of Crystal Lake