

Crystal Lake Public Library
Board of Trustees
Minutes Regular Meeting – August 17, 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 7:01 pm in the Ames Meeting Room at the Library.

Roll Call:

Present: Chuck Ebann, Ron Eberle, John Engebretson, Carol Heisler (7:15pm), Alice Fellers, Don Peters, Terri Reece, Monica Szalaj, William Weller

Absent: none

Other: Roger Ritzman, Attorney; Julie Ritzman; 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: (Board Development was done after the Board meeting on this topic.) Roger Ritzman and Rod Wright reviewed rules and suggestions for sharing information about the upcoming referendum when acting in an official capacity as a Library Board member or Library employee.

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 July 20, 2016.

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

Consent Agenda: Included in the Consent Agenda were the 2016 Summer Reading Program statistics, the CLPL Public Relations and Development report ending August 10, 2016, the Library Director's Report for August 2016, and the Statistical Report for July 2016. It was moved by Chuck Ebann and seconded by Don Peters 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 August 8, 2016 meeting were in the packet.

Approval of Financial Reports: It was moved by Don Peters and seconded by Chuck Ebann to approve the Final Financial Report for FY 15/16 as of July 31, 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 Don Peters to approve the Financial Report for FY 16/17 as of July 31, 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 Don Peters to approve the disbursements in the total amount of \$366,525.81 as follows:

	<u>Total</u>
Operating Fund	293,518.36
Construction & Repair	17,015.77
Special Reserve Fund	15,643.96
Gift & Memorial Funds	69.00
IMRF/FICA Funds	35,374.73
Per Capita Grant Fund	4,903.99
Grand Total:	<hr/> 366,525.81

Roll Call:

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

Nay: none

Absent: Carol Heisler

Motion Passed.

Board Action:

- A) Committee Appointments – FY 16/17: Committee assignments were in the packet.

Board Discussion: none

Carol Heisler arrived at 7:15 pm.

Executive Session: It was moved by Chuck Ebann 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, Karen Migaldi, and Roger Ritzman and his daughter Julie to remain for the Executive Session at 7:05 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 7:41 pm.

Adjournment:

It was moved by John Engebretson and seconded by William Weller to adjourn.

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

Time: 7:42 pm

Chuck Ebann, Secretary