

Crystal Lake Public Library
Board of Trustees
Minutes Regular Meeting – August 21, 2013

Call to Order: The Regular Meeting of the Crystal Lake Public Library Board of Trustees was called to order by President Terri Reece at 7:02 pm in the Ames Meeting Room at the Library.

Roll Call:

Present: Chuck Ebann, Ron Eberle, John Engebretson, Alice Fellers, Carol Heisler, Don Peters, Terri Reece

Absent: William Weller

Other: Joe Huberty, Engberg Anderson; Vanessa Baker

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; Lauren Rosenthal, Head of Youth Services

Citizen Participation: none

Board Development: Lauren Rosenthal presented Pew insights from the ALA Conference.

Reading and approval of minutes: It was moved by Don Peters and seconded by John Engebretson to approve the minutes of the Regular Meeting of July 17, 2013.

Voice Vote: Aye-7; Nay-0; Absent-1; Abstain-0; Motion Passed.

Committee and Board Member reports:

Automation Committee: The minutes from the July 23, 2013 meeting were in the packet.

Building Committee: The minutes from the August 5, 2013 meeting were in the packet.

Consent Agenda: Included in the Consent Agenda were communication items, Summer Reading Program statistics, the CLPL Media Report, the Library Director's Report for August 2013, and the Statistical Report for July 2013, the Technology Plan-2013 revision, and the Library Fine Amnesty 2013 Resolution. **It was moved by Don Peters and seconded by Carol Heisler to approve the Consent Agenda.**

Voice Vote: Aye-7; Nay-0; Absent-1; Abstain-0; Motion Passed.

Illinois Library Association Annual Conference: It was moved by Don Peters and seconded by Chuck Ebann to reschedule the October 16, 2013 Regular Meeting of the Crystal Lake Public Library Board of Trustees to October 23, 2013 to allow Trustees to attend the ILA Annual Conference.

Voice Vote: Aye- 7; 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 13/14 as of July 31, 2013.

Voice Vote: Aye- 7; 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 \$294,997.58 as follows:

	<u>Total</u>
Operating Fund	\$241,897.41
IMRF/FICA Funds	30,558.27
Construction & Repair	5,375.96
Per Capita Funds	993.61
Gift & Memorial Funds	7,009.83
Special Reserve Fund	9,162.50
Grand Total:	294,997.58

Roll Call:

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

Nay: none

Absent: William Weller

Motion Passed.

Business:

A) Per Capita Grant – FY 2014

1. Serving Our Public 2.0: Standards for IL Public Libraries, Chapter 10 – Marketing, Promotion, & Collaboration – Review: The Board reviewed and discussed the standards and checklist for Chapter 10.
2. Application: **It was moved by Don Peters and seconded by Ron Eberle to approve the FY 2014 per Capita Grant application and authorize the Library Director to submit the document.**

Voice Vote: Aye- 7; Nay- 0; Absent- 1; Abstain- 0; Motion Passed.

- B) Space Needs – reviews/decisions: The Board reviewed the Space Needs document and discussed possible revisions.
- C) Committee Assignments: The FY 13/14 Committee Assignments were included in the Board packet.

Executive Session: It was moved by Don Peters and seconded by Ron Eberle 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 Joe Huberty to remain for the Executive Session at 8:54 pm.

Roll Call:

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

Nay: none

Absent: William Weller

Motion Passed.

It was moved by Ron Eberle and seconded by Alice Fellers to move out of Executive Session at 10:04 pm.

Roll Call:

Aye: Chuck Ebann, Ron Eberle, John Engebretson, Alice Fellers, Carol Heisler, Terri Reece

Nay: Don Peters

Absent: William Weller

Motion Passed.

Adjournment:

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

Voice Vote: Aye- 7; Nay- 0; Absent- 1; Abstain- 0; Motion Passed.

Time: 10:05 pm

Chuck Ebann, Secretary

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 January 2013, 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 2013 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, 2013 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 21, 2013

**President
Board of Library Trustees of the City of Crystal Lake**

ATTEST:

**Treasurer
Board of Library Trustees of the City of Crystal Lake**