

**Crystal Lake Public Library
Board of Trustees**

Minutes Regular Meeting – September 16, 2015

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, John Engebretson, Alice Fellers, Carol Heisler, Don Peters, Terri Reece, William Weller

Absent: Ron Eberle

Other: Joe Huberty, Engberg Anderson

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; Penny Ramirez, Head of Technical & Automation Services

Public Comment: none

Board Development: Chuck Ebann and Linda Price-Natter shared insights from the referendum seminar they attended on September 1, 2015.

Approval of minutes: It was moved by Don Peters and seconded by William Weller to approve the minutes of the Regular Meeting of August 19, 2015.

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

Approval of minutes: It was moved by John Engebretson and seconded by Don Peters to approve the minutes of the Strategic Planning Meeting of August 22, 2015.

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

Consent Agenda: Included in the Consent Agenda were the FY 14/15 Annual Report, the Public Relations and Developments reports ending 8/9/15 and 9/9/15, the 2015 Summer Reading Program statistics, and the Statistical Reports for August 2015. It was moved by Chuck Ebann and seconded by Don Peters to approve the consent agenda.

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

Committee and Board Member reports:

Building Committee: The minutes from the September 9, 2015 meeting were in the packet.

Friends of the Crystal Lake Library: Alice Fellers reported on the upcoming Friends' Mum Sale and meetings.

Approval of Financial Reports: It was moved by Chuck Ebann and seconded by Don Peters to approve the Financial Report for FY 15/16 as of August 31, 2015.

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

Approval of Disbursements: It was moved by Chuck Ebann and seconded by John Engebretson to approve the disbursements in the total amount of \$305,347.28 as follows:

	<u>Total</u>
Operating Fund	261,666.05
Construction & Repair	7,205.19
Special Reserve	1,400.00
Gift & Memorial Funds	137.19
IMRF/FICA Funds	34,624.85
Per Capita Grant Funds	314.00
Grand Total:	<hr/> 305,347.28

Roll Call:

Aye: Chuck Ebann, John Engebretson, Alice Fellers, Carol Heisler, Don Peters, Terri Reece, William Weller

Nay: none

Absent: Ron Eberle

Motion Passed.

Board Action:

A) Pay It Forward – Fine Forgiveness: It was moved by Don Peters and seconded by John Engebretson approve Library Resolution No. 1516-6 approving a Fine Amnesty November 1-15, 2015.

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

B) Friends of the Library Appreciation Resolution: It was moved by John Engebretson and seconded by Don Peters to approve Library Resolution No. 1516-7.

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

C) Building Plan update & timeline: Joe Huberty presented the latest building plans. The Board discussed the timelines for both a March 2016 and November 2016 referendum. The concensus of the Board is to work towards the November 2016 referendum date.

Board Discussion: none

Executive Session: It was moved by Chuck Ebann and seconded by Don Peters to move into Executive Session for the purpose of discussing the purchase or lease of real property for the use of the public body [5 ILCS 120/2(c)(5)], and to allow Kathryn I. Martens, Karen Migaldi, and Joe Huberty to remain for the Executive Session at 8:27 pm.

Roll Call:

Aye: Chuck Ebann, John Engebretson, Alice Fellers, Carol Heisler, Don Peters, Terri Reece, William Weller

Nay: none

Absent: Ron Eberle

Motion Passed.

The Board came out of Executive Session at 8:37 pm.

Adjournment:

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

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

Time: 8:38 pm

Charles K. Ebann, Secretary

**THE BOARD OF LIBRARY TRUSTEES OF
THE CRYSTAL LAKE PUBLIC LIBRARY**

**LIBRARY RESOLUTION NO. 1516-6
RESOLUTION APPROVING FINE AMNESTY, NOVEMBER 1-15, 2015**

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 2015 to support the Crystal Lake Food Pantry and needy families in our community, and

WHEREAS, a fine 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, 2015 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: September 16, 2015

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

ATTEST:

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

**THE BOARD OF LIBRARY TRUSTEES OF
THE CRYSTAL LAKE PUBLIC LIBRARY**

**LIBRARY RESOLUTION NO. 1516-7
RESOLUTION OF APPRECIATION**

WHEREAS, the Friends of the Crystal Lake Library (FOCLL) provide enthusiastic support of the Crystal Lake Public Library's Mission - Helping people, of all ages and backgrounds, learn, enjoy, and better their lives, and

WHEREAS, through their dedication, the members demonstrate their belief that libraries occupy an enduring place in the Community, and

WHEREAS, during the past year the Friends helped patrons beautify their homes with the annual Mum Sale and served up meals at Culver's, and

WHEREAS, this same group of dedicated volunteers worked countless hours to sponsor a highly successful Used Book Sale thereby sponsoring a community-wide recycling program, and

WHEREAS, all proceeds from these many projects are directed to the Crystal Lake Public Library, and

WHEREAS, the Friends are a major sponsor of the Crystal Lake Public Library's Summer Reading Program, and

WHEREAS, the Board of Library Trustees of the City of Crystal Lake desires to show its appreciation to the Friends,

NOW THEREFORE, be it resolved that the Board of Library Trustees of the City of Crystal Lake hereby extends its profound appreciation to the Friends of the Crystal Lake Library for their efforts and contribution to making the Crystal Lake Public Library a great library.

DATE: September 16, 2015

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

ATTEST: _____
**Secretary
Board of Library Trustees of the City of Crystal Lake**