

**Crystal Lake Public Library
Board of Trustees**

Minutes Regular Meeting – September 18, 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 7:00 pm in the Ames Meeting Room at the Library.

Roll Call:

Present: Chuck Ebann, Ron Eberle, John Engebretson, Alice Fellers (7:03pm), Carol Heisler, Don Peters, Terri Reece

Absent: William Weller

Other: Joe Huberty, Engberg Anderson

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; Penny Ramirez, Head of Technical & Automation Services; Cynthia Lopuszynski, Head of Adult Services

Citizen Participation: none

Board Development: none

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 August 21, 2013.

Voice Vote: Aye-6; Nay-0; Absent-2; Abstain-0; Motion Passed.

Alice Fellers arrived at 7:03pm.

Committee and Board Member reports:

Personnel Committee: The minutes from the September 4, 2013 meeting were in the packet.

Planning/PR Committees: The minutes from the September 9, 2013 meeting were in the packet.

Building Committee: The minutes from the September 11, 2013 meeting were in the packet.

Facilities Committee: The minutes from the September 12, 2013 meeting were in the packet.

Consent Agenda: Included in the Consent Agenda were the CLPL Media Report, the Library Director's Report for September 2013, and the Statistical Report for August 2013, the HVAC Maintenance contract, and the Janitorial Services contract. **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.

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 August 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 \$318,647.80 as follows:

	<u>Total</u>
Operating Fund	\$271,296.76
IMRF/FICA Funds	30,717.18
Construction & Repair	225.00
Per Capita Funds	2,090.39
Gift & Memorial Funds	6,302.49
Ames Fund	415.98
Special Reserve Fund	7,600.00
Grand Total:	<hr/> 318,647.80

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) 17 McHenry Ave – Facilities Committee recommendation: It was moved by John Engebretson and seconded by Don Peters to approve carpet replacement for 17 McHenry Ave at a cost not to exceed \$3,200.00.

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

Executive Session: It was moved by John Engebretson 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 Joe Huberty to remain for the Executive Session at 7:10 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 Chuck Ebann and seconded by John Engebretson to move out of Executive Session at 8:30 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.

Adjournment:

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

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

Time: 8:30 pm

Charles K. Ebann, Secretary