

**Crystal Lake Public Library
Board of Trustees**

Minutes Regular Meeting – October 21, 2009

Call to Order: The Regular Meeting of the Crystal Lake Public Library Board of Trustees was called to order by President Carol Heisler at 7:04pm.

Roll Call:

Present: Bob Cairone, John Engebretson, Alice Fellers (7:06pm), Carol Heisler, Eric Larsen, Don Peters, Terri Reece, William Weller

Absent: Brian Pappalardo

Others: Mark Nannini, Director of Finance for the City of Crystal Lake; and Friends Members: Jan Polep; Bob Finger; Elizabeth Puchmelter; Maggie Noonan Sprenger; Barbara J. Walters; Barb Tade; Ranee Strawn; Elaine Falzone; and Ann Wells.

Staff Present: Kathryn I. Martens, Library Director; Karen Migaldi, Assistant Director; Jessica Mihm, Recording Secretary; Debbie Brown, Business Manager; Linda Price, Public Relations Coordinator; Cynthia Lopuszynski, Head of Adult Services; Pam Miller, Head of Circulation Services;

Alice Fellers arrived at 7:06pm.

Board Development: Resolution of Appreciation & Reception for the Friends of the Crystal Lake Library (FOCLL). It was moved by Bob Cairone and seconded by Don Peters to approve Resolution No. 0910-9 for the Appreciation of the Friends of the Crystal Lake Library.

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

Approval of Minutes: It was moved by Don Peters and seconded by Eric Larsen to approve the Minutes of the Regular Meeting of September 16, 2009.

Voice Vote: Aye-6; Nay-0; Absent-1; Abstain-2; Motion Passed.

Citizen Participation: none

Committee & Board Member Reports:

Finance Committee minutes from October 6, 2009 are on file.

Facilities Committee minutes from October 13, 2009 are on file.

Finance Committee minutes from October 14, 2009 are on file.

Approval of Financial Reports: It was moved by Don Peters and seconded by William Weller to approve the Financial Report for FY 09/10 as of September 30, 2009.

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

Approval of Disbursements: It was moved by John Engebretson and seconded by Terri Reece to approve the disbursements in the total amount of \$294,991.40 as follows:

Operating Fund	\$292,114.40
Construction & Repair	172.58
Ames Fund	2,369.42
Per Capita Funds	<u>335.00</u>
Grand Total:	\$294,991.40

Roll Call:

Aye: Bob Cairone, John Engebretson, Alice Fellers, Carol Heisler, Eric Larsen, Don Peters, Terri Reece, William Weller

Nays: none

Absent: Brian Pappalardo

Motion Passed.

Communications: There were several communications in the Board Packet.

Business:

- a) **Snow Removal Contract:** It was moved by John Engebretson and seconded by Don Peters to accept the proposal from Tonkin Landscape, Inc. for the 2009/2010 season for the amounts specified in the proposal and authorize the Library Board President to sign the proposal.

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

b) **Financial:**

1. **FY 09/10 Working Budget – revised:** It was moved by Eric Larsen and seconded by Don Peters to approve the Revised Working Budget for FY 09/10.

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

2. **FY 09/10 Library Levy & Appropriation Resolution:** It was moved by Eric Larsen and seconded by Don Peters to include the Library’s portion of payroll taxes and pension in FY 10/11 Levy.

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

It was moved by Eric Larsen and seconded by John Engebretson to approve the adoption of Resolution (0910-10) to revise the amount to be levied for Library purposes for Fiscal Year 2009-10 based on 2008 actual EAV figures and future projections.

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

3. **Investments:** The Library Board and Mark Nannini discussed future directions for library investments. The City and Library are under the same FEIN and FDIC limits apply to the FEIN.

Staff Reports:

Included in the Board packets were the Library Director's Report for October 2009 and the Statistical Reports for September 2009.

Adjournment:

It was moved by Don Peters and seconded by William Weller to adjourn.

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

Time: 9:28pm

Bob Cairone, Secretary

Resolution of Appreciation

WHEREAS, the Friends of the Crystal Lake Library (FOCLL) invest countless hours to further the goals of the Crystal Lake Public Library, and

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

WHEREAS, during the past year the following individuals have served as FOCLL officers: Jeremy Stamp and Jan Polep as President, Elizabeth Puchmelter and Barbara Mallowney as Recording Secretary, and Nancy Dlugosz and Ann Wells as Treasurer, and

WHEREAS, during the past year the Friends beautified with its Mum Sales, fed through Market Days, sent us shopping with Jewel Shop and Share Days, and offered us reasonably priced tote bags to carry our haul of Library materials, and

Whereas, this same group of dedicated volunteers surmounted the challenges presented by limited storage space to offer a highly successful Used Book Sale thereby sponsoring a community-wide recycling program, and

Whereas, all proceeds from these many projects provided significant funding towards the Crystal Lake Public Library's Summer Reading Programs,

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.

**Crystal Lake Public Library
LIBRARY RESOLUTION No. 0910-10**

**RESOLUTION TO REVISE THE AMOUNT TO BE LEVIED FOR LIBRARY PURPOSES FOR
FISCAL YEAR 2009-10**

Whereas the Crystal Lake Public Library Board completed its budget development process for FY2009/10 in December 2008, and

Whereas at that time the Library Board was using estimated figures for the 2008 and 2009 Equalized Assessed Valuations (EAV), and

Whereas, the Library Board estimated an increase in EAV, and consequently Operating Funds, of 7% from 2008 to 2009, and

Whereas, the Library Board now has actual EAV figures for 2008 that are lower than projected, thus causing the 2009 EAV estimate, and consequently Operating Funds, to increase from 7% to 9.4 %, and

Whereas it is the intent of the Crystal Lake Public Library Board to retain a steady tax rate of .2773,

Now, Therefore Be It Resolved, that the Library Board revises its 2009 Levy from \$4,348,924 to \$4,174,531.