

**Crystal Lake Public Library
Board of Trustees**

Minutes Regular Meeting – November 18, 2009

Call to Order: President Carol Heisler called the Regular Meeting of the Crystal Lake Public Library Board of Trustees to order at 7:00 pm.

Roll Call:

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

Absent: None

Staff Present: Kathryn I. Martens, Library Director; Karen Migaldi, Assistant Director; Linda Price, Public Relations Coordinator; Cynthia Lopuszynski, Head of Adult Services

Board Development: Cynthia Lopuszynski reviewed databases available through the Library’s website.

Approval of Minutes: It was moved by Don Peters and seconded by William Weller to approve the Minutes of the Regular Meeting of October 21, 2009.

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

Citizen Participation: none

Committee & Board Member Reports:

PR Committee minutes from November 4, 2009, Finance Committee minutes from November 10, 2009, and Facilities Committee minutes from November 11, 2009 are all on file.

Approval of Financial Reports: It was moved by John Engebretson and seconded by William Weller to approve the Financial Report for FY 09/10 as of October 31, 2009.

Voice Vote: Aye-9; Nay-0; Absent-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 \$253,421.24 as follows:

Operating Fund	\$249,738.06
Construction & Repair	319.58
Ames Fund	1,163.60
Per Capita Funds	<u>2,200.00</u>
Grand Total:	\$ 253,421.24

Roll Call: Aye: Bob Cairone, John Engebretson, Alice Fellers, Carol Heisler, Eric Larsen, Brian Pappalardo, Don Peters, Terri Reece, William Weller. Nays: none. Absent: none.
Motion Passed.

Communications: There were several communications in the Board Packet.

Business:

- A) PLA Conference attendance** – it was the consensus of the Board that the PLA Biannual Conference in Portland, Oregon in March 2010 was valuable for selected Staff and Board members to attend. The PLA Conference far surpasses the ALA and ILA annual conferences in quality and applicability to current public library challenges. Since the Library did receive its FY08/09 Per Capita Grant funds in FY09/10 and a portion of these funds was earmarked for Continuing Education such as this conference, we will go forward with the plans to attend.
- B) December 2nd budget meeting** – Eric Larsen, Treasurer and Chair of the Finance Committee, reviewed the work of the Finance Committee to date including projections for EAV, Income, and Expenses. Discussions provided ongoing guidance for further development of the FY10/11 Budget that will be presented at the Special Meeting on December 2, 2009 at 7 pm.

C) January 2010 meetings:

- 1. Regular Meeting date change:** It was moved by John Engebretson and seconded by Don Peters to change the regular January 2010 meeting from the 20th to the 27th at 7 pm in the Ames Meeting Room at the Library.

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

- 2. Strategic Planning Sessions – January 23, 2010, 8 am – 3 pm, Ames Meeting Room at the Library** – the Board discussed possible topics for its next strategic planning session.

Staff Reports:

Included in the Board packets was the Statistical Report for October 2009.

Adjournment:

It was moved by Don Peters and seconded by Eric Larsen to adjourn. Voice Vote: Aye-9; Nay-0; Absent-0; Motion Passed. Time: 8:45 pm

Bob Cairone, Secretary