

**Crystal Lake Public Library  
Board of Trustees**

Minutes Regular Meeting –January 21, 2008

**Call to Order:** The Regular Meeting of the Crystal Lake Public Library Board of Trustees was called to order by Vice-President Brian Pappalardo at 7:00pm. Don Peters was appointed Secretary Pro Tem.

**Roll Call:**

**Present:** Bob Cairone, John Engebretson, Alice Fellers (7:03pm), Carol Heisler, Eric Larsen (7:02pm), Brian Pappalardo, Don Peters

**Absent:** Barbara Walters & William Weller

**Others:** none

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

**Citizen Participation:** none

Eric Larsen arrived at 7:02pm and the secretarial duties were transferred to him.

Alice Fellers arrived at 7:03pm.

**Board Development:** Cynthia Lopuszynski, Head of Adult Services, and Sue Riegler, Youth Services Librarian, presented the CLPL Lincoln activities for the month of February as part of the program, “McHenry County celebrates Lincoln’s 200<sup>th</sup> Birthday”. For more information about Lincoln events visit the website: [www.alincoln200.com](http://www.alincoln200.com).

**Approval of Minutes:** It was moved by Eric Larsen and seconded by Don Peters to approve the Minutes of the Regular Meeting of December 17, 2008.

**Voice Vote:** Aye-7; Nay-0; Absent-2; Motion Passed.

**Committee & Board Member Reports:**

Facilities Committee minutes from January 7, 2009 are on file.

PR Committee minutes from January 13, 2009 are on file.

Carol Heisler reported on the Friends of the Crystal Lake Library meeting from last Monday, 1/19/09. The Friends will be having a book sale on April 25 & 26,

2009. The collection dates for the public are 1/24, 2/14, 2/28, 3/21 from 9am-1pm.

**Approval of Financial Reports:** It was moved by John Engebretson and seconded by Bob Cairone to approve the Financial Report for FY 08/09 as of December 31, 2008.

**Voice Vote: Aye-7; Nay-0; Absent-2; Motion Passed.**

**Approval of Disbursements:** It was moved by Don Peters and seconded by John Engebretson to approve the disbursements in the total amount of \$386,437.21 as follows:

Operating Fund	\$119,701.95
	249,020.84
Gift & Memorial Fund	127.70
Ames Fund	959.94
Per Capita Funds	16,626.78
<b>Grand Total:</b>	<b>\$386,437.21</b>

**Roll Call:**

**Aye:** Bob Cairone, John Engebretson, Alice Fellers, Carol Heisler, Eric Larsen, Brian Pappalardo, Don Peters

**Nays:** none

**Absent:** Barbara Walters & William Weller

**Motion Passed.**

**Communications:**

There were several communications in the Board Packet.

**Business:**

**A) Strategic Plan Priority # 8 - Remote Book Drops:** John Engebretson reported on the interest in having remote book drops. Karen Migaldi, Assistant Director, had met with City Staff regarding options for book drops. Three options had come out of the meeting, the possibility of drive up: remote and onsite, or walk up – onsite drops. After discussion, it was agreed that we had completed our objective to “Investigate remote book drops” and that at this time it would be put on the Facilities Projects list under future projects. In terms of an on-site drive-up book return, it was agreed that we are still unable to find a workable location with the current site configuration and limitations.

**Staff Reports:**

Included in the Board packets were the Library Director’s Report for January 2009 and the Statistical Reports for December 2008. Kathryn I. Martens, Library Director also reported on the Word of Mouth Marketing from Project Shoehorn

which may be published in a book being written by the consultants from the NSLS grant project.

**Adjournment:**

**It was moved by Don Peters and seconded by Bob Cairone to adjourn.**

**Voice Vote: Aye-7; Nay- 0; Absent-2; Motion Passed.**

**Time: 8:25pm**

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Eric Larsen, Secretary