

**Crystal Lake Public Library
Board of Trustees**

Minutes Regular Meeting – February 18, 2009

Call to Order: The Regular Meeting of the Crystal Lake Public Library Board of Trustees was called to order by President William Weller at 7:00pm.

Roll Call:

Present: Bob Cairone, John Engebretson, Alice Fellers (7:07pm), Carol Heisler, Eric Larsen, Brian Pappalardo, Don Peters, William Weller

Absent: Barbara Walters

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; Lauren Rosenthal, Outreach Librarian

Citizen Participation: none

Board Development: Lauren Rosenthal, Outreach Librarian for Adult Services, presented information about services to nursing homes and the homebound provided by the Crystal Lake Public Library. All six Crystal Lake Nursing Homes are being served. Homebound services are primarily promoted through word of mouth marketing.

Alice Fellers arrived at 7:07pm

Approval of Minutes: It was moved by Bob Cairone and seconded by Don Peters to approve the Minutes of the Regular Meeting of January 21, 2009.

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

Committee & Board Member Reports:

Facilities Committee minutes from February 4, 2009 are on file.

Automation Committee minutes from February 10, 2009 are on file.

Carol Heisler reported on the Friends of the Crystal Lake Library meeting from last Monday, 2/16/09. The Friends will be having a book sale on April 25 & 26, 2009. They donated \$1,000 to the Library for the 2009 Summer Reading Program.

Approval of Financial Reports: It was moved by John Engebretson and seconded by Don Peters to approve the Financial Report for FY 08/09 as of January 31, 2009.

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

Approval of Disbursements: It was moved by Don Peters and seconded by Brian Pappalardo to approve the disbursements in the total amount of \$271,459.22 as follows:

Operating Fund	\$88,413.28
	181,880.24
Construction & Repair	429.30
Gift & Memorial Fund	290.40
Per Capita Funds	446.00
Grand Total:	<u>\$271,459.22</u>

Roll Call:

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

Nays: none

Absent: Barbara Walters

Motion Passed.

Communications:

There were several communications in the Board Packet.

Business:

A) Landscape Maintenance contract for 2009: It was moved by John Engebretson and seconded by Don Peters to approve the recommendation of the Facilities Committee that the Library contract with Tonkin Landscape, Inc for the 2009 season for the amounts per occurrence as specified in the proposal, omitting mulch.

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

Staff Reports:

Included in the Board packets were the Library Director's Report for February 2009 and the Statistical Reports for January 2009. Kathryn I. Martens, Library Director also reported on the upcoming American Library Association Conference July 9-15, 2009, which will be in Chicago this year. Trustees are encouraged to attend.

Adjournment:

It was moved by Don Peters and seconded by Eric Larsen to adjourn.

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

Time: 8:12pm

Eric Larsen, Secretary