

**Crystal Lake Public Library
Board of Trustees**

Minutes Regular Meeting – March 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, 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;

Citizen Participation: none

Board Development: Cynthia Lopuszynski, Head of Adult Services, reported on the Tax Form Services provided by the Crystal Lake Public Library. The Library is the only place in Crystal Lake that provides tax forms. The tax forms are located towards the back of Adult Services, so patrons must walk through the Department, view materials and talk to staff, to find the forms. Adult Services has tax forms for the most common tax needs, such as 1040, 1040 A, and 1040EZ. For other tax needs, Adult Services Staff has access to the IRS website and can print the necessary forms for the patron. After tax season is over, the leftover tax forms get recycled.

Approval of Minutes: It was moved by Don Peters and seconded by Bob Cairone to approve the Minutes of the Regular Meeting of February 18, 2009.

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

Committee & Board Member Reports:

Automation Committee minutes from February 17, 2009 are on file.

PR Committee minutes from March 5, 2009 are on file.

Facilities Committee minutes from March 9, 2009 are on file.

Brian Pappalardo reported on the CL Foundation, Clay Jenkinson fundraiser. There will be a Clay Jenkinson event this year on Saturday, November 21, 2009. There will be 1 program instead of 2, due to the poor economy.

Carol Heisler reported that the Friends of the Crystal Lake Library will have their last used book drop-off on Saturday, 3/21/09. The book sale will be April 25 & 26.

Approval of Financial Reports: It was moved by Eric Larsen and seconded by John Engebretson to approve the Financial Report for FY 08/09 as of February 28, 2009.
Voice Vote: Aye-8; Nay-0; Absent-1; 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 \$257,462.34 as follows:

Operating Fund	\$78,739.80
	175,803.50
Construction & Repair	105.00
Gift & Memorial Fund	66.40
Ames Fund	1,010.64
Per Capita Funds	1,737.00
Grand Total:	\$257,462.34

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: There was no business in the Board Packet.

Staff Reports:

Included in the Board packets were the Library Director's Report for March 2009, Statistical Analysis on year-to-date figures for FY08/09, and the Statistical Reports for February 2009.

Executive Session: It was moved by John Engebretson and seconded by Don Peters to move into Executive Session under Section 2 of 5 ILCS 120/2: Paragraph (c)(1) relating to personnel at 8:15pm.

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

It was moved by Carol Heisler and seconded by Brain Pappalardo to come out of Executive Session at 9:25pm.

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

Adjournment:

It was moved by John Engebretson and seconded by Don Peters to adjourn.

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

Time: 9:25pm

Eric Larsen, Secretary