

Crystal Lake Public Library
Board of Trustees
Regular Meeting Minutes
Minutes Virtual Zoom Meeting – July 21, 2021

Under the Governor’s COVID-19 Executive Order and because of the Repairs Project, the Board of Library Trustees of the City of Crystal Lake held a virtual meeting to consider essential business.

I. Call to Order: The Virtual Zoom Meeting of the Crystal Lake Public Library Board of Trustees was called to order by President Chuck Ebann at 7:03pm.

II. Roll Call and declaration of quorum:

Present: James Becker, Bonita Drew, Chuck Ebann, Alice Fellers, Rebecca Sisler, Charles Stump, Cary Waxler

Absent: John Engebretson, William Weller

Staff Present: Karen Migaldi, Assistant Director, Ann Pontarelli, Recording Secretary; Teri Galluzzi, Business Manager; Julie Gibson, Head of Circulation Services; Becky Fyolek, Head of Youth Services; Penny Ramirez, Head of Tech Services

Guests: David Gutowsky, Internet Freedom for McHenry County

III. Public Comment: David Gutowsky from Internet Freedom for McHenry County invited Crystal Lake Public Library to join a taskforce to address the lack of high speed affordable Internet access for all. Trustees suggested Mr. Gutowsky attend the Board meeting in August during the Board Development portion of the meeting to present information on the Internet Freedom for McHenry County organization.

IV. Board Development: Charles Stump noted he wrote letters to Senators Durbin and Duckworth and Crystal Lake’s US Representative regarding a RAILS request to ask their support on a major Bill of President Biden. The proposed Bill would expand funding for libraries nationwide. Also, Charles Stump will be attending a RAILS webinar on August 11 and will report on in at the next Board meeting. On July 9th, Bonnie Drew attended a webinar on mask mandates in public places. Rebecca Sisler attended a Library Foundation meeting and noted the meeting focused on brainstorming fundraising ideas.

V. Approval of minutes of previous meeting(s) – It was moved by James Becker and seconded by Charles Stump to approve the minutes of June 16, 2021.

Roll Call:

Aye: James Becker, Bonita Drew, Alice Fellers, Rebecca Sisler, Charles Stump, Cary Waxler, Chuck Ebann

Absent: John Engebretson, William Weller

Nay: none

Abstain: none

Motion Passed

VI. Committee and Board Member Reports: There was no discussion.

VII. Financial Reports:

A. The Financial Report for FY 20/21. It was moved by James Becker and seconded by Charles Stump to approve the Financial Reports for FY 20/21 as of June 30, 2021 as amended as on July 20, 2021.

Roll Call:

Aye: James Becker, Bonita Drew, Alice Fellers, Rebecca Sisler, Charles Stump, Cary Waxler, Chuck Ebann

Absent: John Engebretson, William Weller

Nay: none

Abstain: none

Motion Passed.

B. The Financial Report for FY 21/22. It was moved by Cary Waxler and seconded by James Becker to approve the Financial Reports for FY 21/22 as of June 30, 2021.

Roll Call:

Aye: James Becker, Bonita Drew, Alice Fellers, Rebecca Sisler, Charles Stump, Cary Waxler, Chuck Ebann

Absent: John Engebretson, William Weller

Nay: none

Abstain: none

Motion Passed.

IX. Board Action.

A. Signing of Checks Policy - Revised. It was moved by Rebecca Sisler and seconded by Bonnie Drew to approve the Signing of Checks Policy - revised. There was general discussion.

Roll Call:

Aye: James Becker, Bonita Drew, Alice Fellers, Rebecca Sisler, Charles Stump, Cary Waxler, Chuck Ebann

Absent: John Engebretson, William Weller

Nay: none

Abstain: none
Motion Passed.

B. Resolution 2122-01 – transfer of funds to Special Reserve. It was moved by James Becker and seconded by Rebecca Sisler to approve the Resolution 2122-01 – transfer of funds to Special Reserve. There was general discussion.

Roll Call:

Aye: James Becker, Bonita Drew, Alice Fellers, Rebecca Sisler, Charles Stump, Cary Waxler, Chuck Ebann

Absent: John Engebretson, William Weller

Nay: none

Abstain: none

Motion Passed

C. Approval of Disbursements: It was moved by James Becker and seconded by Cary Waxler to approve the Disbursements as amended in the amount of \$986,503.04.

| | FY20-21 | FY 21-22 | Total |
|----------------------------------|------------------|-------------------|-------------------|
| OPERATING FUNDS | 0.00 | 44,450.51 | 44,450.51 |
| | | 310,645.33 | 310,645.33 |
| IMRF/FICA FUNDS | 0.00 | 57,654.69 | 57,654.69 |
| CONSTRUCTION & REPAIR | 0.00 | 6,107.22 | 6,107.22 |
| | | 955.00 | 955.00 |
| REPAIRS PROJECT Operating | 0.00 | 0.00 | 0.00 |
| C&R | 0.00 | 87,518.73 | 87,518.73 |
| Special Reserve | 29,952.95 | 402,130.89 | 432,083.84 |
| Gift & Memorial | 28,887.35 | 18,200.37 | 47,087.72 |
| GRAND TOTAL | 58,840.30 | 927,662.74 | 986,503.04 |

Aye: James Becker, Bonita Drew, Alice Fellers, Rebecca Sisler, Charles Stump, Cary Waxler, Chuck Ebann

Absent: John Engebretson, William Weller

Nay: none

Abstain: none

Motion Passed.

D. Approve 2022 Calendars.

1. Library Board Meetings. It was moved by James Becker, seconded by Charles Stump to approve the 2022 meeting dates for the Crystal Lake Public Library Board of Trustees as presented in the packet. Discussion ensued related to the December 2022

date – should it be December 21, 2022, the third Wednesday of the month, as presented or revised to be 1 week earlier on December 14, 2022?

It was moved by Charles Stump and seconded by Rebecca Sisler to approve the 2022 meeting dates for the Crystal Lake Public Library Board of Trustees per the attached schedule, as amended. The December 2022 Board Meeting will be changed to December 14, 2022.

Roll Call:

Aye: James Becker, Bonita Drew, Alice Fellers, Rebecca Sisler, Charles Stump, Cary Waxler, Chuck Ebann

Absent: John Engebretson, William Weller

Nay: none

Abstain: none

Motion Passed.

2. Library Closings. It was moved by Rebecca Sisler and seconded by Bonnie Drew to approve the 2022 Scheduled Library Closings for the Crystal Lake Public Library. There was general discussion. Alice Fellers asked to have the topic of closing the first Friday of every month for Staff Training added to a future agenda. The question was referred to the Personnel Committee for evaluation.

Roll Call:

Aye: James Becker, Bonita Drew, Alice Fellers, Rebecca Sisler, Charles Stump, Cary Waxler, Chuck Ebann

Absent: John Engebretson, William Weller

Nay: none

Abstain: none

Motion Passed.

E. Election of Officers for FY 21/22. It was moved by Cary Waxler and seconded by James Becker to close the nominations and elect the Slate of Officers for FY21/22 as presented by the Nominating Committee. There was general discussion.

Roll Call:

Aye: James Becker, Bonita Drew, Alice Fellers, Rebecca Sisler, Charles Stump, Cary Waxler, Chuck Ebann

Absent: John Engebretson, William Weller

Nay: none

Abstain: none

Motion Passed.

F. Revised Banking Resolution. It was moved by Rebecca Sisler and seconded by Bonnie Drew to approve the attached Library Resolution 2122-2 – Banking Resolution.

Aye: James Becker, Bonita Drew, Alice Fellers, Rebecca Sisler, Charles Stump, Cary Waxler, Chuck Ebann

Absent: John Engebretson, William Weller

Nay: None.

Abstain: none

Motion Passed.

X. Board Discussion. There was general discussion regarding access to the Newsletter on the Library website. It was suggested that the Library investigate partnering with the Crystal Lake Park District's Grand Oaks Recreation Center. There was discussion regarding resuming borrowing items from other libraries and totals for the number of patrons using the drive-up window. The library staff was commended for the many, many hours of work spent in reopening the library and in programming. Also commendable was the Library float which won 1st Place at the 4th of July Parade.

XI. Staff Reports. None.

XII. Adjournment. It was moved by James Becker and seconded by Charles Stump to adjourn at 8:13p.m.

Roll Call:

Aye: James Becker, Bonita Drew, Alice Fellers, Rebecca Sisler, Charles Stump, Cary Waxler, Chuck Ebann

Absent: John Engebretson, William Weller

Nay:

Abstain: none

Motion Passed.

James Becker, Secretary