

Crystal Lake Public Library Board of Trustees
Regular Meeting Minutes
November 20, 2024, 7:00 p.m.
Crystal Lake Public Library, Ames Room

I. Call to Order: The meeting of the Crystal Lake Public Library Board of Trustees was called to order by President Cary Waxler at 7:00 p.m.

II. Roll Call and declaration of quorum:

Present: James Becker, Bonita Drew, Charles Ebann, Mary Fisher, Stacey Lorenz, Charles Stump, Cary Waxler, William Weller.

Absent: Rebecca Sisler

Staff Present: Becky Fyolek, Executive Director (via Zoom); Veronica Morales, Recording Secretary; Kriste Amherdt, Business Manager; Stephanie Price, Marketing Manager; Nancy Weber, Head of Adult Services; Penny Ramirez, Head of Technical Services; Dawn Dvorak, Head of Youth Services; Alyssa Wees, YS LTA.

III. Public Comment: None

IV. Board Development:

Alyssa Wees, Youth Services LTA, presented an overview of the Baby Bags Program.

V. Approval of minutes of previous meeting(s):

It was moved by James Becker and seconded by Charles Ebann to approve the minutes of the regular meeting of October 16, 2024, as presented.

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

VI. Committee and Board Member Reports:

Minutes for the following Board committee meetings were included in the packet:

- Committee of the Whole, November 6, 2024

VII. Financial Reports: It was moved by Charles Ebann and seconded by Stacey Lorenz to approve the FY 2024b Financial Report as of October 31, 2024.

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

VIII. Approval of Disbursements: It was moved by Bonita Drew and seconded by Charles Stump to approve the Regular Disbursements in the amount of \$400,429.27, as follows:

<u>FUND</u>		
OPERATING	130,162.46	
	223,876.10	(1)
IMRF/FICA	37,131.21	(2)
CONSTRUCTION & REPAIR	453.65	
	1,750.00	
SPECIAL RESERVE FUNDS	7,036.00	
GIFT & MEMORIAL	19.85	
GRAND TOTAL	400,429.27	

(1) Operating Total

(2) IMRF/FICA

ROLL CALL:

Aye: James Becker, Bonita Drew, Charles Ebann, Mary Fisher, Stacey Lorenz, Charles Stump, Cary Waxler, William Weller.

Absent: Rebecca Sisler

Nay: None

Abstain: None

Motion Passed

IX. Communications:

Executive Director Fyolek shared with the Library Board news and communications received since the October 16, 2024, Board meeting.

X. Board Action:

A. Acceptance of 23/24 Audit

The Board formally acknowledged and accepted the receipt of the audit, commending the achievement of a clean audit outcome.

B. Adopt resolutions allocating funds

1. FY23/24 Operating Fund Balance

It was moved by William Weller and seconded by Charles Stump to approve Library Resolution No. 2024-5 and to authorize the Board President and Secretary to execute the document and the Executive Director to forward the information to the City of Crystal Lake.

ROLL CALL:

Aye: James Becker, Bonita Drew, Charles Ebann, Mary Fisher, Stacey Lorenz, Charles Stump, Cary Waxler, William Weller.

Absent: Rebecca Sisler

Nay: None

Abstain: None

Motion Passed

2. Development Impact Fees

It was moved by Charles Stump and seconded by Charles Ebann to approve the Library Resolution No. 2024-6 and to authorize the Board President and Secretary to execute the document and the Executive Director to forward the information to the City of Crystal Lake.

ROLL CALL:

Aye: James Becker, Bonita Drew, Charles Ebann, Mary Fisher, Stacey Lorenz, Charles Stump, Cary Waxler, William Weller.

Absent: Rebecca Sisler

Nay: None

Abstain: None

Motion Passed

XI. Board Discussion

Trustee Waxler reminded the Board to share any feedback, questions, or concerns about the future of the library building with him and Executive Director Fyolek for discussion at the next Committee of the Whole meeting.

Trustee Fisher informed the Board that she will be unable to attend the December 4 Committee of the Whole meeting and requested that another trustee take minutes in her absence.

Trustee Stump reported on the Illinois Library Association (ILA) Board of Trustees meeting held last Thursday night. He informed the Board that he, along with Trustee Lorenz and Executive Director Fyolek, will attend the upcoming legislative meet-ups: one on December 4 in Northbrook and another on December 10 in DeKalb. Trustee Stump also mentioned the Trustee Forum training scheduled for May. Additionally, he shared his recent experience reading to preschoolers at the YMCA.

Trustee Lorenz provided an update on the recent Library Foundation meeting, announcing the addition of a new member. Executive Director Fyolek reported on the profits from the Clay Jenkinson performance held at the Raue Center for the Arts in October. She informed the Board that the event generated a total of \$13,641.00 in revenue, with \$4,159.43 allocated to the Library Foundation.

XII. Staff Reports: Written reports from Executive Director, Adult Services, Circulation Services, IT/Technical Services, Marketing, Youth Services, and statistical reports were included in the packet.

Trustee Waxler expressed his appreciation for the improved signage of bilingual books and inquired about the library's Spanish-language Facebook page. He also thanked the staff for their efforts in supporting early voting at CLPL.

Trustee Stump inquired about teen programming at the local high schools. Nancy Weber, Head of Adult Services, provided a response.

Trustee Weller praised the seed library program and provided feedback on the early voting report.

XIII. Adjournment

It was moved by James Becker and seconded by William Weller to adjourn the meeting at 7:45 p.m.

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

Mary Fisher, Secretary