

**ELA AREA PUBLIC LIBRARY DISTRICT
BOARD OF TRUSTEES
Regular Meeting
February 16, 2010**

1. REGULAR MEETING

2. CALL TO ORDER

At 6:00 p.m. President Caudill called the Regular Meeting to order.

Trustees present: Black, Burger, Caudill, Shaw, Stachowiak, Washburn

Trustees absent: Whiting

Staff present: Executive Director Campe, Assistant Director Duff, P. Paige

3. ADJUSTMENTS TO THE AGENDA

None.

4. APPROVAL OF MINUTES

A. Approval of the Minutes of the Regular Meeting 1/19/10.

Minutes were approved as presented by the full consent of the Board members present.

B. Approval of the Minutes of the Executive Session Meeting 11/17/09.

To be reviewed before **16. EXECUTIVE SESSION FOR THE DISCUSSION OF CLOSED MEETING MINUTES 5ILCS 120/29(c)21**

C. Approval of the Minutes of the Finance Committee Meeting 2/8/10.

Minutes were approved as presented by the full consent of the Board members present.

5. PRESIDENT'S REPORT

- Attended the Legislative Breakfast.

- Illinois Trustee Forum is being held on February 27, 2010. Trustees should contact Assistant Director Duff if they would like to attend.

- The Secretary of State sent a letter stating we have been awarded the Per Capita Grant in the amount of \$33,103.04.

Trustee Whiting arrived at 6:04 p.m., during the President's Report.

6. VICE PRESIDENT'S REPORT

- Patrons with questions on fines were referred to Executive Director Campe.

- Positive comments have been given on the Library's new digital sign.

7. SECRETARY'S REPORT

- Complimented the Chinese New Year program.

8. TREASURER'S REPORTS

A. Trustee Burger moved:

"TO APPROVE THE JANUARY 2010 EXPENDITURES AS AUTHORIZED WITH THE BALANCE OF THE REPORTS TO BE FILED FOR AUDIT."

Trustee Whiting seconded the motion and it carried on a roll call vote.

AYES: 7 Black, Burger, Caudill, Shaw, Stachowiak, Washburn, Whiting

9. CORRESPONDENCE

The Communications folder was made available for all Trustees to review.

10. EXECUTIVE DIRECTOR'S REPORT

Executive Director Campe reviewed highlights of the Librarian's Report.

- Statistics were inadvertently left out of the packet. Copies were provided at the meeting.
- People count and checkouts are way up. The Library is on its way to reaching 1,000,000 check-outs for this fiscal year.
- Patron responses from snapshot day were interesting and positive.
- The Metropolitan Library System presented a program at the staff institute day on February 5th.

11. STANDING COMMITTEE REPORTS

B. Finance Committee: (Paul Washburn)

Report will be given during the Investment Policy review.

12. SPECIAL COMMITTEE REPORTS

B. NSLS: (Kathy Caudill)

Report given by President Caudill.

C. Friends of the Library: (Chris Stachowiak)

Report given by Vice President Stachowiak.

13. UNFINISHED BUSINESS

A. Board Analysis

Report given by Trustee Burger. Trustee Washburn and Trustee Burger will further review the Board Analysis topic. This item is tabled until the April meeting.

B Disaster Plan

Two pages of the Disaster Plan have been updated per the Board's request.

C. Board Bylaws

Trustee Whiting moved:

“TO APPROVE THE BOARD BYLAWS WITH MINOR CHANGES AS IDENTIFIED IN THE FURTHER REVIEW SESSION.”

Trustee Burger seconded the motion and it carried on a roll call vote.

AYES: 7 Black, Burger, Caudill, Shaw, Stachowiak, Washburn, Whiting

14. NEW BUSINESS

A. Investment Policy

Report given by Executive Director Campe and Trustee Washburn. The Investment Policy discussion will be tabled until the March meeting.

B. E-Pay

Trustee Whiting moved:

“TO APPROVE THE RECOMMENDATION OF EPAY WITH THE LIBRARY ABSORBING THE FEES.”

Trustee Burger seconded the motion and it carried on a roll call vote.

AYES: 7 Black, Burger, Caudill, Shaw, Stachowiak, Washburn, Whiting

C. Summer Sunday Hours

Trustee Shaw moved:

“TO APPROVE SUNDAY HOURS THIS SUMMER ON A TRIAL BASIS.”

Vice President Stachowiak seconded the motion and it carried on a roll call vote.

AYES: 6 Burger, Caudill, Shaw, Stachowiak, Washburn, Whiting

NAYES: 1 Black

D. Friends of the Library Dissolution Update

The Executive Director gave a report.

15. INFORMATIONAL ITEMS

None.

15a. Approval of Executive Session Minutes 11/17/09

Trustee Whiting moved:

“TO APPROVE THE EXECUTIVE SESSION MEETING MINUTES OF 11/17/09.”

Trustee Washburn seconded the motion and it carried on a roll call vote.

AYES: 7 Black, Burger, Caudill, Shaw, Stachowiak, Washburn, Whiting

16. EXECUTIVE SESSION FOR THE DISCUSSION OF CLOSED MEETING MINUTES 5ILCS 120/29(c)21

None.

17. PUBLIC FORUM

None.

18. ADJOURNMENT

At 8:01 p.m. Vice President Stachowiak motioned **“TO ADJOURN”**.

Trustee Shaw seconded the motion and it was unanimously agreed upon by a roll call vote to adjourn.

Mimi Black, Secretary

(SEAL)

Approved at the next Regular Meeting of March 16, 2010

Kathy Caudill, President