

**ELA AREA PUBLIC LIBRARY DISTRICT  
BOARD OF TRUSTEES  
Regular Meeting  
October 20, 2009**

**1. REGULAR MEETING**

**2. CALL TO ORDER**

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

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

Trustees absent: Black

Staff present: Executive Director Campe, Assistant Director Duff, G. Traudt, S. Haase, M. Womack

**Trustee Black arrived at 6:02 p.m.**

**3. ADJUSTMENTS TO THE AGENDA**

**A. Move 17. Public Forum** prior to Executive Session.

**B. Address 14. B, D and F** before going into Executive Session.

**C. 14. B. Resolution for the Friends of the Library** to be discussed and action taken at approximately 6:30 p.m. to accommodate the schedule of Terri Meyer, Adult Programming staff member, and President of Friends of Ela Library.

**4. APPROVAL OF MINUTES**

**A. Approval of the Minutes of the Regular Meeting 9/15/09.**

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

**B. Approval of the Minutes of the Special Meeting 9/29/09.**

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

**C. Approval of the Minutes of the Special Meeting 10/13/09.**

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

**5. PRESIDENT'S REPORT**

**A.** A written report regarding the preconference program and ILA conference programming session attended by the Board President was given to each Board member.

**6. VICE PRESIDENT'S REPORT**

No Report.

**7. SECRETARY'S REPORT**

**A.** Secretary Black reported on inquiries she had received from two attorney patrons, and her requests for information from a specific reference staff librarian about the availability of the Westlaw database for our patrons. Executive Director Campe advised that our previous use of the Lexis Nexis database had been terminated when

she and her staff evaluated the cost of the database in relation to the actual patron usage patterns.

## 8. TREASURER'S REPORT

A. Vice President Stachowiak moved:

**“TO APPROVE THE SEPTEMBER 2009 EXPENDITURES AS AUTHORIZED WITH THE BALANCE OF THE REPORT TO BE FILED FOR AUDIT.”**

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

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

## 9. CORRESPONDENCE

Communications folder was passed.

## 10. EXECUTIVE DIRECTOR'S REPORT

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

- The Village of Lake Zurich approved our requested variance, and approval of the installation of the sign at last night's village board meeting. Executive Director Campe attended the board meeting and reported that the village board seemed to view the addition of the sign favorably. It is estimated that the sign will be installed by Thanksgiving.
- A policy for the electronic sign will be prepared for the board's review and action at the November Board meeting.
- A new Library logo has been designed.

Vice President Stachowiak drafted a resolution for the Board of Directors to consider, recognizing the Friends of Ela Library for their fundraising efforts on behalf of the Ela Area Public Library District. With minor clerical modifications, the resolution was unanimously approved and presented to Terri Meyer, President of the Friends of the Library.

- The Children's department has a new most wanted book area, and a new most wanted area of magazines to go.
- The Library has been selected as a 4 star library in the upcoming *Library Journal*. The announcement will be made in the November 15<sup>th</sup> edition of the publication.
- The board requested a special meeting to learn about, and provide their input regarding the design process. A Special Meeting of the Board of Directors will be held on 11/3/09 at 6:00 p.m. for the discussion of the process of developing the new library logo.

President Caudill moved:

**“THAT THE CONSULTANT FOR THE NEW LIBRARY LOGO BE INVITED TO ATTEND OUR SPECIAL BOARD MEETING. IF HE IS ABLE TO ATTEND THE SPECIAL MEETING, BUT WOULD CHARGE US TO ATTEND THE MEETING, WE WOULD NOT INCUR THAT EXPENDITURE AND WOULD**

**RELY ON THE EXECUTIVE DIRECTOR AND STAFF TO SHARE WITH THE BOARD THE DESIGN INFORMATION.”**

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

AYES: 5 Black, Caudill, Shaw, Washburn, Whiting

NAYS: 2 Burger, Stachowiak

**11. STANDING COMMITTEE REPORTS**

No Reports.

**12. SPECIAL COMMITTEE REPORTS**

**C. NSLS: (Kathy Caudill)**

Report given by President Caudill.

**D. Friends of the Library: (Chris Stachowiak)**

Report given by Vice President Stachowiak.

**13. UNFINISHED BUSINESS**

None.

**14. NEW BUSINESS**

**A. Resolution Determining Amount Of Money Estimated To Be Necessary To Be Raised By Taxation For 2009/2010 Fiscal Year**

Trustee Burger moved:

**“TO APPROVE RESOLUTION #09-10-A, RESOLUTION DETERMINING AMOUNT OF MONEY ESTIMATED TO BE NECESSARY TO BE RAISED BY TAXATION FOR 2009/2010 FISCAL YEAR.”**

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

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

**C. Investment Policy Review**

This matter has been tabled until the November 2009 Board meeting.

**D. Food for Fines**

Trustee Burger moved:

**“TO APPROVE THE “FOOD FOR FINES” PROGRAM DURING THE MONTH OF DECEMBER 2009.”**

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

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

**E. Board Holiday Dinner**

Set for Friday, December 4, 2009.

**15. INFORMATIONAL ITEMS**

Board members added items to the November 2009 Agenda.

**16. EXECUTIVE SESSION FOR THE DISCUSSION OF PERSONNEL MATTERS 5ILCS120/2(C)(1)**

At 8:21 p.m. Trustee Whiting moved:

**“TO GO INTO EXECUTIVE SESSION FOR THE DISCUSSION OF PERSONNEL MATERS PURSUANT TO 5ILCS 120/2(c)(1)**

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

AYES: 6 Black, Burger, Caudill, Shaw, Stachowiak, Whiting  
NAYS: 1 Washburn

At 8:55 p.m. Trustee Washburn moved:

**“TO LEAVE EXECUTIVE SESSION AND RETURN TO GENERAL SESSION.”**

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

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

Roll Call in open session – Trustee Black, Burger, Caudill, Shaw, Stachowiak, Washburn, and Whiting all present.

**17. PUBLIC FORUM**

None.

**18. ADJOURNMENT**

At 9:00 p.m. it was unanimously agreed by all Trustees present

**“TO ADJOURN.”**

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**Mimi Black, Secretary**

(SEAL)

**Approved at the next Regular Meeting of November 17, 2009**

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**Kathy Caudill, President**