

REGULAR MEETING MINUTES

October 17, 2023

6:00 p.m. 2nd Floor Conference Room

1. REGULAR MEETING – CALL TO ORDER

President Steker called the meeting to order at 6:02pm.

2. ROLL CALL

Trustees present: Caudill, McCauley, Silcroft, Steker, Suykerbuyk, Timm

Absent: Trustee Corzine due to illness

A quorum is present.

Staff Attendance: Executive Director E. Christianson, N, Ziarnik, D. McGuire, M. Povilonis, Christen Wisner, Melissa Keegan

Guests in Attendance: S. Harrod

3. PUBLIC COMMENT (Policy No: 1.10)

In accordance with the Illinois Open Meetings Act, the Ela Area Public Library Board of Trustees provides an opportunity for public comment at all board meetings. Please sign in by 6:00 p.m.

4. ADJUSTMENTS TO THE AGENDA

5. CONSENT AGENDA ACTION

A. Approval of the Minutes of the Regular Meeting September 19, 2023 (Document)

B. Approve the Secretary's report of the Closed Session Minutes review and destruction of all audio recordings made prior to April 1, 2022 (Document)

C. Approval to close the Library for Staff Discovery Day on Friday, February 23, 2024 (Document)

D. IFB/Popular Materials invoice

Trustee Caudill moved:

“To approve items A-D on the Consent Agenda.”

Trustee Silcroft seconded the motion and it passed on a unanimous roll call vote of all trustees present.

AYES (6): Caudill, McCauley, Silcroft, Steker, Suykerbuyk, Timm

NAYES (0):

ABSTAIN (0):

ABSENT (1): Corzine

6. APPROVAL OF ITEMS MOVED FROM CONSENT AGENDA

7. TRUSTEE REPORTS/COMMENTS

Trustee Silcroft thought Banned Book week was great and was curious about the Ghost Buster kit available in the Library of Things.

Trustee Timm and Silcroft went to the West African Kora music presentation. Trustee Timm believes only 4 countries have a Kora. She also thought “State of State” was great. Trustee Suykerbuyk is interested in more Escape Room opportunities.

8. TREASURER’S REPORT

A. September 2023 (Document)

Suggested Motion: I move to approve the September 2023 expenditures as authorized with the balance of the reports to be filed for audit.

Trustee McCauley moved:

“To approve the September 2023 expenditures as authorized with the balance of the reports to be filed for audit.”

Trustee Silcroft seconded the motion and it passed on a unanimous roll call vote of all trustees present.

AYES (6): Caudill, McCauley, Silcroft, Steker, Suykerbuyk, Timm

NAYES (0):

ABSTAIN (0):

ABSENT (1): Corzine

9. CORRESPONDENCE AND COMMUNICATIONS

The Library received letters expressing positive feedback about the library from patrons.

10. EXECUTIVE DIRECTOR’S REPORT

A. September 2023 Librarians’ Reports

B. Action Plan 2023-2024

C Deputy Director Introduction

11. SPECIAL COMMITTEE & LIAISON REPORTS

A. Decennial Committee (President Steker) Meeting scheduled for December has been cancelled.

B. Executive Director Review (EDR) Liaison (President Steker)

C. Personnel Liaison (Vice-President McCauley)

D. Finance Liaison (Treasurer Corzine)

E. Building & Grounds Liaison (Trustee Timm)

F. Bylaws & Policy Liaison (Trustee Suykerbuyk)

G. RAILS Liaison (Trustee Silcroft) Trustee Silcroft commented on “requested actions” if we receive a bomb threat; contact legislators to inform cost of resolution regarding contacting police and counseling for staff.

H. Foundation Liaison (Trustee Caudill) \$5,000 has been contributed so far.

12. UNFINISHED BUSINESS

A. Comcast Fiber agreement (Document)

13. NEW BUSINESS II

- A. Resolution 23-10-01 Determining Amount Of Money To Be Raised By Taxation for 2024-2025 Fiscal Year (Document + Action)

Trustee McCauley moved:

“To approve Resolution 23-10-01 determining the amount of money estimated to be necessary to be raised by taxation in the amount of \$7,065,117.”

Trustee Suykerbuyk seconded the motion and it passed on a unanimous roll call vote of all trustees present.

AYES (6): Caudill, McCauley, Silcroft, Steker, Suykerbuyk, Timm

NAYES (0):

ABSTAIN (0):

ABSENT (1): Corzine

- B. 2.3 Interlibrary Loan Policy (Document + Action)

Trustee Silcroft moved:

“To approve the Interlibrary Loan Policy 2.3 with a reviewed and revised date of 10/23.”

Trustee Timm seconded the motion and it passed on a unanimous voice vote of all trustees present.

AYES (6): Caudill, McCauley, Silcroft, Steker, Suykerbuyk, Timm

NAYES (0):

ABSTAIN (0):

ABSENT (1): Corzine

- C. Approval of Trustee Expense Reports (Action)

- D. Building and Grounds Critical Issues (Action)

14. ADJOURN TO EXECUTIVE SESSION

- A. A. EXECUTIVE SESSION FOR THE DISCUSSION OF PERSONNEL MATTERS BY

i) 5 ILCS 120/2(c)(1) None

- B. EXECUTIVE SESSION FOR THE DISCUSSION OF PENDING, PROBABLE, OR IMMINENT LITIGATION AS ALLOWED BY 5 ILCS 120/2(c)(11) None

- C. EXECUTIVE SESSION FOR THE DISCUSSION OF EXECUTIVE SESSION MINUTES AS ALLOWED BY 5 ILCS 120/2(c)(21) None

15. ROLL CALL (If returning from Executive Session)

16. ADJOURNMENT

Adjournment at 7:42pm

Trustee Caudill moved:

“To adjourn.”

Trustee Silcroft seconded the motion and it passed on a unanimous voice call vote of all trustees present.

AYES (6): Caudill, McCauley, Silcroft, Steker, Suykerbuyk, Timm

NAYES (0):

ABSTAIN (0):

ABSENT (1): Corzine

Alicia Timm, Secretary
Approved at the next Regular Meeting of November 14, 2023

Crystal Steker, President