

**ELA AREA PUBLIC LIBRARY DISTRICT
BOARD OF TRUSTEES
Regular Meeting
September 15, 2015**

1. REGULAR MEETING - CALL TO ORDER

At 6:01 p.m. President Blank called the Regular Meeting to order.

2. ROLL CALL

Trustees physically present: Blank, Rossow, Stamoolis, Stoval

Trustees remotely present via phone: Caudill

Trustees absent: Hafez, Hall

Staff present: Executive Director Womack, Assistant Director Christianson,

Assistant Director Strahl, L. White-Head of Popular Materials, S. Hyson, S. Haase

3. PUBLIC COMMENT

None.

4. ADJUSTMENTS TO THE AGENDA

To move **14. A. Presentation of 2014-2015 Audited Financial Statement** to after

4. ADJUSTMENTS TO THE AGENDA.

Trustee Hafez arrived at 6:04 p.m.

14. A. Presentation of 2014-2015 Audited Financial Statement

Paul Inserra of McClure, Inserra & Company, Chtd. presented the 2014-2015 Audited Financial Statement to the Board.

Trustee Hafez moved:

“TO APPROVE THE FY2014-2015 AUDIT AS PRESENTED BY MCCLURE, INSERRA & COMPANY.”

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

AYES (6): Blank, Caudill, Hafez, Rossow, Stamoolis, Stoval

ABSENT (1): Hall

5. CONSENT AGENDA

A. Approval of the Minutes of the Regular Meeting 7/21/15

Trustee Hafez moved:

“TO APPROVE THE MINUTES OF THE REGULAR MEETING 7/21/15.”

Vice President Rossow seconded the motion and the Minutes were approved by a unanimous voice vote of all Trustees present.

B. Approval of the Minutes of the Ad Hoc Committee for Board Development Meeting 8/13/15

Moved to the October meeting.

C. Approval of the Minutes of the Special Meeting 8/27/15

Moved to the October meeting.

6. TRUSTEE REPORTS/COMMENTS

President Blank gave a copy of the proposed committee assignments to the Trustees.
Trustee Stamoolis moved:

“TO APPROVE THE PROPOSED COMMITTEE ASSIGNMENTS FOR THE BOARD.”

Vice President Rossow seconded the motion and the committee assignments were approved by a unanimous voice vote of all Trustees present.

Buildings & Grounds – HH, DR, JS
Finance – JS, CB, KC
Exec. Dir. Review – KC, CB, HH
Personnel Resolution/Policy – DR, KC, MH
Policy – TS, MH, JS
Bylaws – CB, DR, TS
RAILS Liaison – TS
Exec. Session & Annual Mtg. Minutes Review – HH, MH

7. APPROVAL OF MINUTES OF LAST MEETING AS REVIEWED OR CORRECTED

Approved in the Consent Agenda as presented.

8. TREASURER’S REPORT

A. July 2015

B. August 2015

Vice President Rossow moved:

“TO APPROVE THE JULY AND AUGUST 2015 EXPENDITURES AS AUTHORIZED WITH THE BALANCE OF THE REPORT TO BE FILED FOR AUDIT.”

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

AYES (6): Blank, Caudill, Hafez, Rossow, Stamoolis, Stoval

ABSENT (1): Hall

9. CORRESPONDENCE AND COMMUNICATIONS

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

The Trustees received a copy of the 2014-2015 Annual Report.

10. EXECUTIVE DIRECTOR’S REPORT

A. July & August 2015

- A RAILS handout was given to Trustees.
- Executive Director Womack discussed goals from the Annual Report.
- Staff is working on tweaking and correcting the late fees notices.
- The Board discussed fund raising and estate planning opportunities.
- The ILA Conference will be held in Peoria, IL October 22-24. Trustee Caudill will receive the Trustee of the Year Award at the conference. Trustee programming will include sessions on parliamentary procedure, board governance and OMA/FOIA.
- Assistant Director Christianson discussed reservation/confirmations for the Trustees attending the conference.

11. STANDING COMMITTEE REPORTS

None.

12. SPECIAL COMMITTEE REPORTS

None.

13. UNFINISHED BUSINESS

None.

14. NEW BUSINESS

B. 2014-2015 Budget and Appropriation Amendment

Trustee Stoval moved:

“TO APPROVE ORDINANCE NO. 15-09-01 AN ORDINANCE AMENDING THE APPROPRIATION ORDINANCE FOR THE FISCAL YEAR BEGINNING JULY 1, 2014 AND ENDING ON JUNE 30, 2015.”

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

AYES (6): Blank, Caudill, Hafez, Rossow, Stamoolis, Stoval

ABSENT (1): Hall

C. 2015-2016 Budget and Appropriation Ordinance

Trustee Stamoolis moved:

“TO APPROVE ORDINANCE NO. 15-09-02 COMBINED ANNUAL BUDGET AND APPROPRIATION ORDINANCE FOR LIBRARY PURPOSES FOR THE FISCAL YEAR 2015/2016.”

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

AYES (6): Blank, Caudill, Hafez, Rossow, Stamoolis, Stoval

ABSENT (1): Hall

D. Department Updates/Overview by Leah White, Head of Popular Materials

An overview of the Popular Materials department was provided.

E. Discussion of Board Self-Evaluation Form and Timeline

Vice President Rossow discussed the timeline for the self-evaluation forms.

F. Discussion of Statistics Dashboard

Executive Director Womack presented examples of statistic forms.

15. A. EXECUTIVE SESSION FOR THE DISCUSSION OF PERSONNEL MATTERS 5ILCS 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.

16. ADJOURNMENT

At 7:48 p.m. Vice President Rossow moved:

“TO ADJOURN”.

Trustee Hafez seconded the motion and it carried on a unanimous voice vote.

Kathy Caudill, Secretary

Approved at the next Regular Meeting of October 20, 2015

Cindy Blank, President