

**ELA AREA PUBLIC LIBRARY DISTRICT
BOARD OF TRUSTEES
Regular Meeting
January 17, 2012**

1. REGULAR MEETING - CALL TO ORDER

At 6:00 p.m. President Pro Tem Stachowiak called the Regular Meeting to order.
Trustees physically present: Blank, Burger, Caudill, Jackson, Stachowiak
Trustees absent: Shaw, Whiting
Staff present: Executive Director Womack, E. Christianson, G. Traudt, S. Haase, J. Plohr
Guests present: Maureen Barry of Ehlers & Associates

2. ADJUSTMENTS TO THE AGENDA

A. Item 12. A. Bond Abatement/Refinancing-Ehlers & Associates has been moved to after **7. D. Publishing Fiscal Year End Treasurer's Report and Statement of Disbursements.**

3. APPROVAL OF MINUTES

A. Personnel Committee Meeting / November 9, 2011

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

B. Regular Meeting / November 15, 2011

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

C. Executive Session Meeting / November 15, 2011

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

D. Special Meeting / November 28, 2011

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

E. Executive Session Meeting / November 28, 2011

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

F. Special Meeting / December 6, 2011

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

G. Executive Session Meeting December 6, 2011

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

H. Bylaws Meeting / December 19, 2011

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

4. PRESIDENT'S REPORT

No Report.

5. VICE PRESIDENT’S REPORT

Vice President Stachowiak has read that several libraries are having 501(c)(3) groups and foundations, etc. auctioning off naming rights in some cases to library facilities or rooms, etc. for fund raisers and he is happy that our Library doesn’t have to go through that.

6. SECRETARY’S REPORT

No Report.

7. TREASURER’S REPORT

A. NOVEMBER 2011

Trustee Burger moved:

“TO APPROVE THE NOVEMBER 2011 EXPENDITURES AS AUTHORIZED WITH THE BALANCE OF THE REPORT TO BE FILED FOR AUDIT.”

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

AYES: 5 Blank, Burger, Caudill, Jackson, Stachowiak

ABSTAIN: 1 Whiting

ABSENT: 1 Shaw

Trustee Whiting arrived at 6:23 p.m. during the Treasurer’s Report.

B. DECEMBER 2011

Trustee Blank moved:

“TO APPROVE THE DECEMBER 2011 EXPENDITURES AS AUTHORIZED WITH THE BALANCE OF THE REPORT TO BE FILED FOR AUDIT.”

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

AYES: 5 Blank, Burger, Caudill, Jackson, Stachowiak

ABSTAIN: 1 Whiting

ABSENT: 1 Shaw

C. IL CPA Society Workshop

Trustee Caudill attended an Illinois CPA Society’s Workshop - Financial Responsibilities of Not-for-Profit Board Members. A summary was provided to the Board.

D. Publishing Fiscal Year End Treasurer’s Report and Statement of Disbursements

The Actual and Income Expenditures of our last Fiscal Year ending June 30, 2011 was published on December 29, 2011.

12. UNFINISHED BUSINESS

A. Bond Abatement

Maureen Barry of Ehlers & Associates explained and answered questions about the Bond Abatement/Refinancing. Ehlers & Associates presented two options. Option 1 was for an abatement, and Option 2 was for a bond refunding.

Trustee Whiting moved:

“TO APPROVE OPTION 2.”

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

AYES: 6 Blank, Burger, Caudill, Jackson, Stachowiak, Whiting

ABSENT: 1 Shaw

8. CORRESPONDENCE

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

9. EXECUTIVE DIRECTOR'S REPORT

A. November 2011

B. December 2011

Executive Director Womack commented to the Board he is happy to be working at Ela and the staff has been terrific and supportive.

10. STANDING COMMITTEE REPORTS

D. Personnel Committee

Trustee Burger gave a report on the Personnel Committee meeting. Executive Director Womack and the Personnel Committee will look over the Attorneys recommendations. The policy will be brought to the February Board Meeting.

F. Bylaws Committee

The Board reviewed the Bylaws draft presented by Trustee Caudill and Trustee Whiting. They requested that the Attorneys review the Bylaws draft and offer their advice and counsel about the proper legal procedures for approval of the Board Committee minutes.

President Shaw arrived at 7:07 p.m. during the Bylaws Committee report.

Vice President Stachowiak turned the Board meeting over to President Shaw.

11. SPECIAL COMMITTEE REPORTS

B. RAILS: Report

Information about the President's Day ILA Program has been posted on the RAILS website.

13. NEW BUSINESS

A. Bylaws Draft

Bylaws Draft was reviewed under **10. Standing Committee Reports F. Bylaws Committee.**

B. McClure Inserra Audit Engagement Letter

Trustee Caudill moved:

"TO APPROVE THE McCLURE INSERRA AUDIT ENGAGEMENT LETTER IN THE AMOUNT OF \$9400."

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

AYES: 7 Blank, Burger, Caudill, Jackson, Shaw, Stachowiak, Whiting

C. Executive Director Job Description and Goals

Executive Director Womack will provide for the February Board meeting his list of goals for 2012 and ongoing.

D. Board Development

President Shaw will provide for February Board meeting.

E. Board Packet PDF's on Website

Trustees liked the Board packet in PDF format.

F. Inland Bank Signatures and Fund Transfer and Approval Authorizations

Trustee Caudill moved:

“TO APPROVE THAT THE BOARD ADOPT A CORPORATE AUTHORIZATION RESOLUTION FOR THE INLAND BANK AND TRUST AUTHORIZING POWERS A, B, C, D, E, F, G, H AND I AS LISTED IN THE CORPORATE AUTHORIZATION RESOLUTION FORM WITH NO OTHER SPECIFIC LIMITATIONS ON THOSE POWERS AND THIS IS BEING DONE ON JANUARY 17, 2012.”

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

AYES: 7 Blank, Burger, Caudill, Jackson, Shaw, Stachowiak, Whiting

14. INFORMATIONAL ITEMS

Executive Director gave the Board a handout on Web Junction.

Presidents Legislative Day Breakfast will be held on February 20, 2012.

ILA Day will be held April 18, 2012 in Springfield, IL.

A Trustee Forum is scheduled for February 4, 2012 and in Springfield, IL on March 24, 2012.

15. PUBLIC FORUM

None.

**16. EXECUTIVE SESSION FOR THE DISCUSSION OF PERSONNEL MATTERS
5 ILCS 120/2(c)(1)**

None.

17. ADJOURNMENT

President Shaw moved:

“TO ADJOURN AT 8:11 P.M.”

Vice President Stachowiak seconded the motion and it was unanimously agreed by all Trustees present.

Cindy Blank, Secretary

Approved at the next Regular Meeting of February 21, 2012

Chris Stachowiak, President Pro Tem

John Shaw, President