

**ELA AREA PUBLIC LIBRARY DISTRICT
BOARD OF TRUSTEES
Regular Meeting
January 20, 2015**

1. REGULAR MEETING - CALL TO ORDER

At 6:06 p.m. President Caudill called the Regular Meeting to order.

2. ROLL CALL

Trustees physically present: Blank, Caudill, Jackson, Rossow

Trustees absent: Hafez, Hall, Stamoolis

Staff present: Executive Director Womack, Assistant Director E. Christianson, S. Hyson,
L. White, S. Haase,

Guests present: D. Frazier, S. Harrod

3. PUBLIC COMMENT

No comment.

4. ADJUSTMENTS TO THE AGENDA

Remove item **5 B. of Bylaws Changes.**

5. CONSENT AGENDA

Move item **5. A. Approval of the Minutes of the Regular Meeting 11/18/14** to

7. Approval of Minutes of Last Meeting as Reviewed or Corrected

6. TRUSTEE REPORTS/COMMENTS

- Trustees complimented Vice President Rossow on his article in the ILA Report-February 2015.
- The Legislative Breakfast is being held on February 16th.
- The Trustee Forum is being held on February 14th.
- FOIA Reform passed in Illinois General Assembly.

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

5. A. Approval of the Minutes of the Regular Meeting 11/18/14

The Minutes of the Regular Meeting 11/18/14 were approved as amended, with a minor correction, by unanimous consent of the trustees present.

8. TREASURER'S REPORT

A. NOVEMBER 2014

B. DECEMBER 2014

Trustee Blank moved:

**“TO APPROVE THE NOVEMBER 2014 AND DECEMBER 2014
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 (4): Blank, Caudill, Jackson, Rossow

ABSENT (3): Hafez, Hall, Stamoolis

9. CORRESPONDENCE AND COMMUNICATIONS

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

10. EXECUTIVE DIRECTOR'S REPORT

A. November & December 2014

- The Library has seen about an \$11,000 increase in the Per Capita Grant. This has increased the Library's revenue. The plan is to use it for purchasing the Lite Brite wall in the Children's department.
- There is a line item in the budget called Technology Pilot Projects and some of the money will be used to purchase a couple of Macs. A digital projector and a laser cutter will also be purchased for use in the Makerspace.
- The Library is setting all kinds of records with passports both for week days and weekends.
- A separate line item for passports will be put in upcoming budget.
- A future item for an upcoming Agenda will be the Building Impact Fee. Executive Director Womack will work on developing an Ordinance with the Village of Lake Zurich for building impact fees.
- The Evening of Excellence is January 24, 2015. Executive Director Womack is nominated for the Citizen of the Year Award.
- Executive Director Womack gave an update on the cataloging system.

11. STANDING COMMITTEE REPORTS

No reports.

12. SPECIAL COMMITTEE REPORTS

No reports.

13. UNFINISHED BUSINESS

A. Board Retreat

Updates and further discussion at the February meeting. Trustees are to review the sample of Board Self Evaluation previously distributed.

14. NEW BUSINESS

A. Changes to the Illinois State Library Administrative Rules

Discussed a summary put together by RAILS and the impact of the proposed changes to the rules.

B. Makerspace Policy Draft Review

Discussed a Makerspace Policy draft and recommendations for procedures. Leah White, Head of Popular Materials answered questions about the Makerspace.

C. Renovation Updates

A renovation budget report was discussed. The timeline and budget are on schedule.

D. Director's Review Process

Discussed in Executive Session **15. A. EXECUTIVE SESSION FOR THE DISCUSSION OF PERSONNEL MATTERS 5ILCS 120/2(c)(1)**

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

At 7:32 p.m. Trustee Blank moved:

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

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

AYES (4): Blank, Caudill, Jackson, Rossow

NAYS: None

ABSENT (3): Hafez, Hall, Stamoolis

At 8:07 p.m., President Caudill called the Regular Meeting back to order noting the presence of the following trustees and staff:

Present (4): Blank, Caudill, Jackson, Rossow

Absent (3): Hafez, Hall, Stamoolis

Staff: Executive Director M. Womack

B. EXECUTIVE SESSION FOR THE DISCUSSION OF PENDING, PROBABLE, OR IMMEDIATE LITIGATION AS ALLOWED BY 5 ILCS 120/2(c)(11)

None.

C. EXECUTIVE SESSION FOR THE DISCUSSION OF EXECUTIVE SESSION MINUTES AS ALLOWED BY 5ILCS 120/2(c)(21)

None.

16. ADJOURNMENT

At 8:08 p.m. Vice President Rossow moved:

“TO ADJOURN THE MEETING.”

Trustee Jackson seconded the motion and the Board meeting was adjourned with the consensus of all trustees present..

Cindy Blank, Secretary

Approved at the next Regular Meeting of February 17, 2015

Dennis Rossow, President Pro Tem