

**ELA AREA PUBLIC LIBRARY DISTRICT  
BOARD OF TRUSTEES  
Regular Meeting  
February 17, 2015**

**1. REGULAR MEETING - CALL TO ORDER**

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

**2. ROLL CALL**

Trustees physically present: Rossow, Blank, Hall, Stamoolis

Trustees absent: Caudill, Hafez, Jackson

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

Guests present: S. Harrod

**3. PUBLIC COMMENT**

No comment.

**4. ADJUSTMENTS TO THE AGENDA**

Move item **5. A. Approval of the Minutes of the Regular Meeting 1/20/15** to  
**7. Approval of Minutes of Last Meeting as Reviewed or Corrected**

**5. CONSENT AGENDA**

Done in **4. Adjustments to the Agenda.**

**6. TRUSTEE REPORTS/COMMENTS**

- Trustee Blank attended the ILA Trustee Forum on February 14<sup>th</sup> along with President Caudill and Executive Director Womack. Trustee Blank discussed a summary of topics from the ILA Trustee Forum.

Trustee Hafez arrived at 6:05 p.m. during the Trustee Reports/Comments.

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

**5. A. Approval of the Minutes of the Regular Meeting 1/20/15**

Trustee Blank moved:

**“TO APPROVE THE MINUTES OF THE REGULAR JANUARY 20, 2015  
MEETING OF THE BOARD OF TRUSTEES WITH MINOR  
CORRECTIONS.”**

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

**8. TREASURER'S REPORT**

**A. January 2015**

Trustee Blank moved:

**“TO APPROVE JANUARY 2015 EXPENDITURES AS AUTHORIZED WITH THE BALANCE OF THE REPORT TO BE FILED FOR AUDIT.”**

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

AYES (5): Rossow, Blank, Hafez, Hall, Stamoolis

ABSENT (2): Caudill, Jackson

**9. CORRESPONDENCE AND COMMUNICATIONS**

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

**10. EXECUTIVE DIRECTOR'S REPORT**

**A. January 2015**

- 825 passports were done in January 2015. That's an 86% increase from the previous busiest passport month.
- LACONI's Annual Trustees Banquet will be held on April 17<sup>th</sup>.
- A LACONI workshop titled Evolving Leadership-The Way We Lead Continues to Change is being held on February 20<sup>th</sup> at the Itasca Community Library.
- CCS has two finalists for its Executive Director position.
- NIMEC'S energy bid was awarded on 2/17/15. Details to come soon.
- Phase 3 of the renovation has started.

**11. STANDING COMMITTEE REPORTS**

No reports.

**12. SPECIAL COMMITTEE REPORTS**

No reports.

**13. UNFINISHED BUSINESS**

**A. Makerspace Policy**

Trustee Stamoolis moved:

**“TO APPROVE THE MAKERSPACE POLICY AS REVIEWED TODAY AND EFFECTIVE 3/15/15.”**

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

AYES (5): Rossow, Blank, Hafez, Hall, Stamoolis

ABSENT (2): Caudill, Jackson

**B. Executive Director Review Process**

President Caudill and Trustee Blank reviewed the process with Department Heads at a meeting on February 11th. Executive Director Womack provided documents to the Trustees.

**C. Board Development and Self-Evaluation**

Samples of Board Self-Evaluations were distributed to the Trustees.

Vice President Rossow appointed President Caudill and himself, with the consensus of Board members present to a committee that will lead in an effort to look at the board evaluation process and come back with a recommendation or an update.

The Board will look at the dashboard and decide on a format to discuss at the retreat.

**14. NEW BUSINESS**

**A. Minor Changes to the Bylaws**

Trustee Stamoolis moved:

**“TO APPROVE THE CHANGE IN THE BYLAWS AS PRESENTED IN SECTION 3-22 ORDER OF BUSINESS WITH A REVISED DATE OF FEBRUARY 17, 2015.”**

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

**B. Technology Use Policy**

Trustee Blank moved:

**“TO APPROVE THE TECHNOLOGY USE POLICY AS PRESENTED WITH AN EFFECTIVE DATE OF FEBRUARY 2015 WHICH REPLACES THE INTERNET ACCESS POLICY AND THE PUBLIC USAGE OF LIBRARY ELECTRONIC & COMMUNICATION SYSTEMS POLICY WITH RETIREMENT DATES OF FEBRUARY 2015.”**

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

**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.

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

None.

**16. ADJOURNMENT**

At 7:17 p.m. Trustee Stamoolis moved:

**“TO ADJOURN THE MEETING.”**

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

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**Cindy Blank, Secretary**

**Approved at the next Regular Meeting of March 17, 2015**

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**Dennis Rossow, President Pro Tem**