

**ELA AREA PUBLIC LIBRARY DISTRICT  
BOARD OF TRUSTEES  
Regular Meeting  
March 15, 2016**

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

At 6:02 p.m. President Blank called the Regular Meeting to order.

**2. A. ROLL CALL**

Trustees physically present: Blank, Caudill, Stamoolis, Stoval

Trustees absent: Hafez, Rossow

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

Guests Present: J. Dewey, S. Harrod

**B. OATH OF OFFICE FOR NEWLY APPOINTED TRUSTEE**

Trustee Caudill administered the Oath of Office to newly appointed  
Trustee: James Dewey.

**C. ROLL CALL**

Trustees physically present: Blank, Caudill, Dewey, Stamoolis, Stoval

Trustees absent: Hafez, Rossow

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

Guests Present: S. Harrod

**3. PUBLIC COMMENT**

Mr. Harrod thanked Executive Director Womack for allowing him to borrow our “No Fines” library banners for use at the Sandwich Library.

**4. ADJUSTMENTS TO THE AGENDA**

None.

**5. CONSENT AGENDA**

President Blank moved items **5. B.**, **5. C.** and **5. D.** out of the **CONSENT AGENDA.**

Trustee Stamoolis moved:

**“TO APPROVE THE MINUTES OF THE BALANCE OF THE CONSENT  
AGENDA.”**

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

**6. TRUSTEE REPORTS/COMMENTS**

- President Blank thanked Trustee Caudill for sending out information to the Trustees about the Closed Meetings Act and the Freedom of Information Act.
- Newly elected Trustee Dewey thanked the Board for entrusting him for the position.
- President Blank had questions about the possibility of Trustee email.

- 7. APPROVAL OF MINUTES OF LAST MEETING AS REVIEWED OR CORRECTED**
- 5. B. Approval of the Minutes of the Trustee Vacancy Committee Meeting of February 1, 2016 (Open Session)**  
Trustee Caudill moved:  
**“TO APPROVE THE MINUTES OF THE TRUSTEE VACANCY COMMITTEE MEETING OF FEBRUARY 1, 2016 (OPEN SESSION), AS REVISED.”**  
Trustee Stoval seconded the motion and it carried on a unanimous voice vote.
- 5. D. Approval of the Minutes of the Trustee Vacancy Committee meeting of February 8, 2016 (Open Session)**  
Trustee Stamoolis moved:  
**“TO APPROVE THE MINUTES OF THE TRUSTEE VACANCY COMMITTEE MEETING OF FEBRUARY 8, 2016 (OPEN SESSION), AS REVISED.”**  
Trustee Stoval seconded the motion and it carried on a unanimous voice vote.

Trustee Hafez arrived at 6:29 p.m. during the Treasurer’s Report.

**8. TREASURER’S REPORT**

**A. February 2016**

Trustee Caudill moved:

**“TO APPROVE THE FEBRUARY 2016 EXPENDITURES AS AUTHORIZED WITH THE BALANCE OF THE REPORT TO BE FILED FOR AUDIT.”**

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

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

ABSENT (1): Rossow

**9. CORRESPONDENCE AND COMMUNICATIONS**

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

**10. EXECUTIVE DIRECTOR’S REPORT**

- Executive Director Womack met the new Lake Zurich Village Manager, Ray Keller.
- Recruiting for the Assistant Director of Discovery and Technology is going well. Interviewing will be starting soon.
- The Statements of Economic Interest forms have been sent to Trustees and are to be completed by May 1.

**11. STANDING COMMITTEE REPORTS**

**B. Finance Committee:**

Committee Chair Stamoolis and committee members looked over information about our current insurance carrier and LIRA. This will be discussed during the NEW BUSINESS section of the meeting.

**D. Personnel Committee:**

President Blank discussed the timeline for the Executive Director evaluation process.

**12. SPECIAL COMMITTEE REPORTS**

**C. ad hoc Committee for Board Development**

Topics of Board orientation and development were discussed amongst the Trustees. President Blank reviewed the points on the ad hoc minutes and report.

**13. UNFINISHED BUSINESS**

None.

**14. NEW BUSINESS**

**A. Meeting/Conference Room Policy - Frances Redmon A&B Meeting Rooms (Action)**

Trustee Caudill moved:

**“TO APPROVE THE MEETING/CONFERENCE ROOM POLICY – FRANCES REDMON A & B MEETING ROOM WITH A REVIEWED AND REVISED DATE OF 03/16 WITH THE REVISION OF ‘A GROUP’S USE OF THE SPACE’.”**

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

**B. Meeting/Conference Room Policy - 2<sup>nd</sup> Floor Conference Room (Action)**

Trustee Caudill moved:

**“TO APPROVE THE MEETING/CONFERENCE ROOM POLICY – 2<sup>ND</sup> FLOOR CONFERENCE ROOM WITH A REVIEWED AND REVISED DATE OF 03/16 WITH TWO ADDITIONS: PAGE 2 - BY ‘A GROUP’S USE OF THE SPACE’ AND ON PAGE 3 – ‘BEHAVIOR IN THIS ROOM MUST BE CONSISTENT WITH THE LIBRARY’S BEHAVIOR GUIDELINES’.”**

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

**C. Discussion of Insurance Options for the Library’s Business Insurance Carrier (Action)**

The Finance committee met to talk to both our current insurance broker and a representative of a new consortium called LIRA. Executive Director Womack and the Committee members discussed the insurance options. Trustee Caudill encouraged all board members to review the terms of the consortium’s bylaws.

**D. Discussion of Statistics Dashboard**

Will be discussed at the April meeting.

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

None.

A 5 minute break was taken at 8:03 p.m.

At 8:11 p.m. Trustee Dewey moved:

**“TO GO INTO EXECUTIVE SESSION FOR THE DISCUSSION OF OF PENDING, PROBABLE, OR IMMINENT LITIGATION AS ALLOWED BY 5 ILCS 120/2(c)(11) and EXECUTIVE SESSION FOR THE DISCUSSION OF EXECUTIVE SESSION MINUTES AS ALLOWED BY 5 ILCS 120/2(c)(21)**

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

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

ABSENT (1): Rossow

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

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

At 8:36 p.m., President Blank called the Regular Meeting back to order noting the presence of the following trustees

Present (6): Blank, Caudill, Dewey, Hafez, Stamoolis, Stoval

Absent (1): Rossow

**5. C. Approval of the Minutes of the Trustee Vacancy Committee Meeting of February 1, 2016 (Closed Session)**

Trustee Stoval moved:

**“TO APPROVE THE MINUTES OF THE TRUSTEE VACANCY COMMITTEE MEETING OF FEBRUARY 1, 2016 (CLOSED SESSION), AS RECOMMENDED FOR REVISION IN EXECUTIVE SESSION.”**

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

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

ABSENT (1): Rossow

**16. ADJOURNMENT**

At 8:41 p.m. the meeting was adjourned by the unanimous consent of all trustees present.

---

**Kathy Caudill, Secretary**

**Approved at the next Regular Meeting of April 19, 2016**

---

**Cindy Blank, President**