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 - 2nd Floor Conference Room (Action)
       Trustee Caudill moved:
       “TO APPROVE THE MEETING/CONFERENCE ROOM POLICY –
       2ND 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

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Cindy Blank, President