ELA AREA PUBLIC LIBRARY DISTRICT
BOARD OF TRUSTEES
Regular Meeting
March 16, 2010
MINUTES AMENDED ON 3/20/12

1. **REGULAR MEETING**

2. **CALL TO ORDER**
   At 6:00 p.m. President Caudill called the Regular Meeting to order.
   Trustees present: Black, Caudill, Shaw, Stachowiak, Washburn
   Trustees absent: Burger, Whiting
   Staff present: Executive Director Campe, Assistant Director Duff, G. Traudt, S. Haase,
   P. Paige, C. Wagner, J. Plohr, L. Cloud, M. Hills, W. Dawkins

3. **ADJUSTMENTS TO THE AGENDA**
   None.

4. **APPROVAL OF MINUTES**
   A. Approval of the Minutes of the Regular Meeting 02/16/10.
      Minutes were approved as amended by the full consent of the Board members present.
   B. Approval of the Minutes of the Finance Committee 03/09/10.
      Minutes were approved as presented by the full consent of the Board members present.

5. **PRESIDENT’S REPORT**
   - President Caudill, Vice President Stachowiak and Trustee Shaw attended the Illinois Trustee Forum.
   - Invitations to The Friends of the Library luncheon have been mailed out. The luncheon is being held April 23, 2010.

6. **VICE PRESIDENT’S REPORT**
   - Spoke of new FOIA requirements and potential effect on attempts to access public records.

7. **SECRETARY’S REPORT**
   - The Microsoft OneNote Lunch and Learn was very informative.

8. **TREASURER’S REPORTS**
   A. Vice President Stachowiak moved:
      “TO APPROVE THE FEBRUARY 2010 EXPENDITURES AS AUTHORIZED WITH THE BALANCE OF THE REPORTS TO BE FILED FOR AUDIT.”
      Trustee Shaw seconded the motion and it carried on a roll call vote.
      AYES: 5 Black, Caudill, Shaw, Stachowiak, Washburn
      ABSENT: 2 Burger, Whiting
9. **CORRESPONDENCE**  
The Communications folder was made available for all Trustees to review.

10. **EXECUTIVE DIRECTOR’S REPORT**  
Executive Director Campe reviewed highlights of the Librarian’s Report.  
- Statistics are up and the Library is on its way to reaching 1,000,000 check-outs for this fiscal year.  
- The Lake Zurich Chamber of Commerce’s 19th annual Business & Community Expo which was held on 3/13/2010 was very successful. The Library received about 300 completed surveys, many from teens.

11. **STANDING COMMITTEE REPORTS**  
A. Building & Grounds Committee: No Report  
B. Finance Committee: No Report  
C. Nominating Committee: No Report  
D. Personnel Committee: No Report

12. **SPECIAL COMMITTEE REPORTS**  
B. NSLS: (Kathy Caudill)  
   Report given by President Caudill.  
C. Friends of the Library: (Chris Stachowiak)  
   Report given by Vice President Stachowiak.  
   Terri Meyer has been chosen by the Board as Friend of the Year.

13. **UNFINISHED BUSINESS**  
A. **Investment Policy**  
   Trustee Shaw moved:  
   “TO APPROVE THE INVESTMENT POLICY THAT HAD AN EFFECTIVE DATE OF 10/07 WITH A REVIEWED AND REVISED DATE OF 03/10.”  
   Vice President Stachowiak seconded the motion and it carried on a roll call vote.  
   AYES: 7 Black, Caudill, Shaw, Stachowiak, Washburn  
   ABSENT: 2 Burger, Whiting

14. **NEW BUSINESS**  
A. **Resolution Recognizing Matt Womack’s Service to the Library**  
   Trustee Shaw moved:  
   “TO APPROVE A RESOLUTION RECOGNIZING MATT WOMACK’S SERVICE TO THE LIBRARY.”  
   Trustee Washburn seconded the motion and it carried on a unanimous voice vote.

Trustee Burger arrived at 6:34 p.m. during the discussion of a Resolution Recognizing Matt Womack’s service to the Library.
B. Resolution to Revoke Library Privileges
Trustee Burger moved:
“TO APPROVE TO BAN THIS INDIVIDUAL OF ALL LIBRARY PRIVILEGES FOR ONE YEAR.”
Trustee Shaw seconded the motion and it carried on a unanimous voice vote.

Trustee Burger moved:
“TO APPROVE TO BAN THIS INDIVIDUAL OF ALL LIBRARY PRIVILEGES FOR ONE YEAR.”
Trustee Washburn seconded the motion and it carried on a unanimous voice vote.

Trustee Whiting arrived at 6:41 p.m. during the discussion of the Resolutions to Revoke Library Privileges.

C. E-Pay Transfer Privileges
Trustee Shaw moved:
“TO APPROVE THE AUTHORIZATION TO TRANSFER FROM THE E-PAY ACCOUNT OUT OF THE ILLINOIS FUNDS ACCOUNT TO OUR OTHER ACCOUNTS.”
Vice President Stachowiak seconded the motion and it carried on a roll call vote.
AYES: 7 Black, Burger, Caudill, Shaw, Stachowiak, Washburn, Whiting

D. Paperless Board Packet/Laptops
Trustee Whiting moved:
“TO APPROVE THE BOARD GOING PAPERLESS AND USE LAPTOPS AT THE BOARD MEETING.”
Trustee Shaw seconded the motion and it carried on a roll call vote.
AYES: 5 Burger, Caudill, Shaw, Washburn, Whiting
NAYS: 2 Black, Stachowiak

E. RFID Project
The RFID project was discussed. A tour of the Library was taken. More information will be given at the April Board meeting.

F. Closed Meeting Minute Review
President Caudill moved:
“TO APPROVE THAT ALL CLOSED EXECUTIVE SESSION MEETING MINUTES, INCLUDING ALL OF THE RECENT DIRECTOR REVIEW MINUTES, REMAIN CLOSED.”
Trustee Washburn seconded the motion and it carried on a unanimous voice vote.

President Caudill moved:
“TO APPROVE THAT THE EXECUTIVE SESSION TAPES/CD’S OF 6/19/07, 7/17/07, 9/8/07, 7/15/08, AND 9/16/08 BE DESTROYED.”
Vice President Stachowiak seconded the motion and it carried on a unanimous voice vote.
15. INFORMATIONAL ITEMS
None.

16. PUBLIC FORUM
None.

17. EXECUTIVE SESSION UNDER 5ILCS 120/2(21) FOR THE PURPOSE OF REVIEWING CLOSED MEETING MINUTES

18. ADJOURNMENT
At 9:05 p.m. by unanimous vote all agreed to adjourn.

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Mimi Black, Secretary
(SEAL)

Approved at the next Regular Meeting of April 20, 2010.

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Kathy Caudill, President