

**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.

Mimi Black, Secretary

(SEAL)

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

Kathy Caudill, President