1. **REGULAR MEETING - CALL TO ORDER**
   At 6:01 p.m. President Blank called the Regular Meeting to order.

2. **ROLL CALL**
   Trustees physically present: Blank, Caudill, Fuller, Malohn, Stanonik
   Trustees absent: Corzine, Stamoolis
   Staff present: Executive Director Womack, Assistant Director Christianson, S. Hyson, M. Creel, S. Haase
   Guest present: D. Matzkin, S. Harrod

3. **PUBLIC COMMENT**
   Executive Director Womack answered a question from Mr. Harrod about the dates on the Treasurer’s Report.

4. **ADJUSTMENTS TO THE AGENDA**
   None.

5. **CONSENT AGENDA**
   A. Approval of the Minutes of the Regular Meeting of February 19, 2019
   Approval of the Minutes of the Closed Session of February 19, 2019
   Trustee Fuller moved:
   “TO APPROVE THE MINUTES IN THE CONSENT AGENDA AS PRESENTED.”
   Trustee Malohn seconded the motion and it carried on a unanimous voice vote of all Trustees present.

6. **APPROVAL OF ITEMS MOVED FROM THE CONSENT AGENDA**
   None.

7. **TRUSTEE REPORTS/COMMENTS**
   Trustee Stanonik checked out one of the Library’s Caregiver Kits and shared information about its contents with the Board.

   Trustee Caudill reported on her attendance at the Illinois Library Trustee Forum that was held on March 9, 2019 in Springfield, Illinois.

   President Blank, Vice President Corzine and Trustee Caudill attended the Trustee Forum Workshop that was held on March 16, 2019 in Oak Brook.
8. TREASURER’S REPORT
   A. February 2019
      Trustee Malohn moved:
      “TO APPROVE THE FEBRUARY 2019 EXPENDITURES AS AUTHORIZED
      WITH THE BALANCE OF THE REPORTS TO BE FILED FOR AUDIT.”
      Trustee Caudill seconded the motion and it carried on a unanimous roll call
      vote of all Trustees present.
      AYES (5): Blank, Caudill, Fuller, Malohn, Stanonik
      ABSENT (2): Corzine, Stamoolis

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 will provide summaries of FOIA requests in his
      monthly reports as requested by the Board.
    - We received a comment about businesses using the study rooms. We will reply to
      the commenter that such use is allowed by the Library’s Policy.
    - Executive Director Womack shared with the Board a timeline contract from RTM
      Engineering for the Library parking lot project.
    - The Library’s budget season is coming soon. The Finance Committee will need to
      schedule a meeting to review it.
    - To acknowledge the hard work our Facilities department has been doing throughout
      this winter, a Facilities Appreciation Day was scheduled for March 20th.
    - Forge Staff participated in the District 95 STEAM day on February 2nd. They
      brought items from the Forge to show and interact with the students.
    - The Library is working on updating signage in certain areas of the Library.
    - Staff Discover Day was held on February 22nd. A review of safety practices was
      given by Sargent Pavlock from the Lake Zurich Police Department.

11. STANDING COMMITTEE REPORTS
    None.

12. SPECIAL COMMITTEE REPORTS
    None.

13. UNFINISHED BUSINESS
    None.
14. NEW BUSINESS

A. Ordinance to Set Schedule of Regular Board Meetings for Fiscal Year 2019/2020

Trustee Caudill moved:
“TO APPROVE ORDINANCE NO. 19-03-01 ORDINANCE SETTING SCHEDULE OF REGULAR MEETINGS OF THE ELA AREA PUBLIC LIBRARY DISTRICT, LAKE COUNTY, ILLINOIS.”

Trustee Malohn seconded the motion and it carried on a unanimous roll call vote of all Trustees present.
AYES (5): Blank, Caudill, Fuller, Malohn, Stanonik
ABSENT (2): Corzine, Stamoolis

B. Appointment of Nominating Committee

Trustee Stanonik moved:
“TO APPROVE THE APPOINTMENT OF THE NOMINATING COMMITTEE TO BE CHAIRMED BY ERIC CORZINE AND TO ALSO HAVE KEN FULLER AND JIM STAMOOLIS AS MEMBERS OF THAT COMMITTEE.”

Trustee Malohn seconded the motion and it carried on a unanimous roll call vote of all Trustees present.
AYES (5): Blank, Caudill, Fuller, Malohn, Stanonik
ABSENT (2): Corzine, Stamoolis

C. Emergency & Disaster Manual Policy

Trustee Malohn moved:
“TO APPROVE THE EMERGENCY & DISASTER MANUAL POLICY WITH A REVIEWED AND REVISED DATE OF 03/19.”

Trustee Fuller seconded the motion and it carried on a unanimous voice vote of all Trustees present.

D. Meeting Room Policy – Frances Redmon A & B Meeting Rooms

Trustee Malohn moved:
“TO APPROVE THE MEETING ROOM POLICY – FRANCES REDMON A & B MEETING ROOMS WITH A REVIEWED AND REVISED DATE OF 03/19.”

Trustee Caudill seconded the motion and it carried on a unanimous voice vote of all Trustees present.

E. Meeting Room Policy – 2nd Floor Conference Room

Trustee Caudill moved:
“TO APPROVE THE MEETING ROOM POLICY – 2ND FLOOR CONFERENCE ROOM WITH A REVIEWED AND REVISED DATE OF 03/19.”

Trustee Stanonik seconded the motion and it carried on a unanimous voice vote of all Trustees present.
F. **After Hours Programming**
Staff have been working on some ideas to create experiences and opportunities for patrons that are beyond our normal day-to-day practices.

G. **Approval of Trustee Expense Reports**
Trustee Fuller moved:
“**TO APPROVE THE EXPENSE REPORT FOR TRUSTEE CAUDILL IN THE AMOUNT OF $250.88.**”
Trustee Malohn seconded the motion and it carried on a unanimous roll call vote of all Trustees present.
AYES (4):  Blank, Fuller, Malohn, Stanonik
ABSENT (2):  Corzine, Stamoolis
ABSTAIN (1):  Caudill

H. **Building and Grounds Critical Issues**
None.

15. **A. EXECUTIVE SESSION FOR THE DISCUSSION OF PERSONNEL MATTERS 5ILCS 120/2 (c)(1)**
None.

15. **B. EXECUTIVE SESSION FOR THE DISCUSSION OF PENDING, PROBABLE, OR IMMINENT LITIGATION AS ALLOWED BY 5 ILCS 120/2(c)(11)**
None.

15. **C. EXECUTIVE SESSION FOR THE DISCUSSION OF EXECUTIVE SESSION MINUTES AS ALLOWED BY 5 ILCS 120/2(c)(21).**
None.

16. **ADJOURNMENT**
At 7:14 p.m. Trustee Malohn moved:
“**TO ADJOURN**.”
Trustee Fuller seconded the motion and it carried on a unanimous voice vote of all Trustees present.

___________________________________________________________
Kathy Caudill, Secretary

Approved at the next Regular Meeting of April 16, 2019

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Cindy Blank, President