

**ELA AREA PUBLIC LIBRARY DISTRICT
BOARD OF TRUSTEES
Regular Meeting
March 20, 2012**

1. REGULAR MEETING - CALL TO ORDER

At 6:03 p.m. President Shaw called the Regular Meeting to order.

2. ROLL CALL

Trustees physically present: Blank, Burger, Caudill, Shaw, Stachowiak

Trustees absent: Jackson, Whiting

Staff present: Executive Director Womack, Assistant Director Duff, G. Traudt, S. Haase, J. Plohr, E. Christianson

Guest Present: Britt Isaly, Library's Attorney

3. ADJUSTMENTS TO THE AGENDA

A. Move Item 13. A. Director's Goals to 15. EXECUTIVE SESSION FOR THE REVIEW FOR THE DISCUSSION OF PERSONNEL MATTERS 5ILCS 120/2(c)(1).

4. PUBLIC COMMENT

None.

5. PRESIDENT'S REPORT

There's a possibility President Shaw may not be able to attend the Spring Book Review Luncheon on April 19 and will need a Trustee to take his place.

6. VICE PRESIDENT'S REPORT

No Report.

7. SECRETARY'S REPORT

A. Approval of the Minutes of the Regular Meeting 2/21/12

Trustee Blank moved:

"TO APPROVE THE MINUTES OF THE REGULAR MEETING 2/21/12 AS PRESENTED."

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

AYES: 5 Blank, Burger, Caudill, Shaw, Stachowiak

ABSTAIN: 1 Whiting

ABSENT: 1 Jackson

Trustee Whiting arrived at 6:05 p.m. during the motion to approve the regular meeting minutes.

8. TREASURER'S REPORT

A. February 2012

Trustee Blank moved:

“TO APPROVE THE FEBRUARY 2012 EXPENDITURES AS AUTHORIZED WITH THE BALANCE OF THE REPORT TO BE FILED FOR AUDIT.”

Vice President Stachowiak seconded the motion and it carried on a roll call vote.

AYES: 6 Blank, Burger, Caudill, Shaw, Stachowiak, Whiting

ABSENT: 1 Jackson

9. CORRESPONDENCE AND COMMUNICATIONS

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

10. EXECUTIVE DIRECTOR'S REPORT

- An outstanding contract issue with 3M has been resolved.
- We will be interviewing candidates for the HR position.
- Our website has had some malicious activity from Russia. Sikich, our IT Consultant has been helping to solve the problem.
- A Board retreat (without an ILA representative) would be posted as an open meeting.
- Looking into the property for sale across from the Library.

11. STANDING COMMITTEE REPORTS

No Reports.

12. SPECIAL COMMITTEE REPORTS

A. RAILS: Report given by Executive Director Womack

13. UNFINISHED BUSINESS

B. Employment Handbook

The Board reviewed the Employment Handbook draft presented by Trustee Burger of the Personnel Committee. The updated copy will be presented at the April Board Meeting.

14. NEW BUSINESS

A. Presentation by Britt Isaly, Library's Attorney

Britt Isaly, our Library's Attorney gave a brief discussion and answered questions from Board Trustees.

B. Identity Protection Act Policy

Trustee Caudill moved:

“TO APPROVE THE IDENTITY PROTECTION ACT POLICY WITH THE AMENDMENT IN ITEM NUMBER 2 CHANGING FROM “OF HANDLE” TO “OR HANDLE” AND THE CHANGES THAT WERE SPECIFIED IN THE ACCOMPANYING DOCUMENT INCLUDING THE

ORDERING OF BULLETS SPECIFYING THE REASONS SOCIAL SECURITY NUMBERS ARE COLLECTED AND THE CORRECTION OF IDENTIFIED TYPOS WITH AN EFFECTIVE DATE OF MARCH, 2012.”

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

AYES: 6 Blank, Burger, Caudill, Shaw, Stachowiak, Whiting

ABSENT: 1 Jackson

C. Hawthorn Woods Annexation Case

Executive Director Womack gave a brief discussion.

D. Reconsideration of March 16, 2010 Meeting Minutes

Trustee Whiting moved:

“TO AMEND THE MEETING MINUTES OF MARCH 16, 2010 SECTION 14. B. TO REMOVE THE PATRONS NAMES FROM THE MINUTES.”

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

AYES: 6 Blank, Burger, Caudill, Shaw, Stachowiak, Whiting

ABSENT: 1 Jackson

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

Executive Session was tabled until the April 17, 2012 Board Meeting.

16. ADJOURNMENT

Trustee Burger moved:

“TO ADJOURN AT 8:31 P.M.”

Trustee Whiting seconded the motion and it was unanimously agreed by all Trustees present.

Cindy Blank, Secretary

Approved at the next Regular Meeting of April 17, 2012

John Shaw, President