

**ELA AREA PUBLIC LIBRARY DISTRICT
BOARD OF TRUSTEES
Regular Meeting
March 21, 2017**

1. REGULAR MEETING - CALL TO ORDER

At 6:00p.m. President Blank called the Regular Meeting to order.

2. ROLL CALL

Trustees physically present: Blank, Caudill, Dewey, Stamoolis, Stoval

Trustees absent: Hafez, Rossow

Staff present: Executive Director Womack, Assistant Director Christianson,
S. Hyson, M. Creel, S. Haase

Guest present: Keri-Lyn Krafthefer and Brit Isaly of Ancel Glink, S. Harrod, K. Fuller

3. PUBLIC COMMENT

No comment.

4. ADJUSTMENTS TO THE AGENDA

To move **14. A. Presentation from the Library's Current Law Firm, Ancel Glink** and
**15. B. EXECUTIVE SESSION FOR THE DISCUSSION OF PENDING,
PROBABLE, OR IMMINENT LITIGATION AS ALLOWED BY
5 ILCS 120/2(c)(11)** to after **4. ADJUSTMENTS TO THE AGENDA.**

To switch the sequence of **14. G. Discussion of Executive Director Review** and
14. H. Approval of Trustee Expense Reports.

14. A. Presentation from the Library's Current Law Firm, Ancel Glink

A presentation was given by Keri-Lyn Krafthefer and Britt Isaly of Ancel Glink.

**15. B. EXECUTIVE SESSION FOR THE DISCUSSION OF PENDING,
PROBABLE, OR IMMINENT LITIGATION AS ALLOWED BY 5 ILCS
120/2(c)(11)**

At 6:25 p.m. Trustee Stamoolis 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)."**

Trustee Dewey seconded the motion and it carried on a unanimous roll call vote

AYES (5): Blank, Caudill, Dewey, Stamoolis, Stoval

ABSENT (2): Hafez, Rossow

**At 6:45 p.m., President Blank called the Regular Meeting back to order
noting the presence of the following trustees:**

Present (5): Blank, Caudill, Dewey, Stamoolis, Stoval

Absent (2): Hafez, Rossow

5. CONSENT AGENDA

A. Approval of the Minutes of the Regular Meeting February 21, 2017 (Document)

B. Approval of the Minutes of the Executive Director Review

Subcommittee of the Personnel Committee Meeting March 14, 2017 (Document)

C. Approval of the Closed Session Minutes of the Executive Director Review

Subcommittee of the Personnel Committee Meeting March 14, 2017 (Document)

Trustee Stamoolis moved:

“TO APPROVE THE CONSENT AGENDA AS PRESENTED.”

Trustee Dewey seconded the motion and it carried on a unanimous voice vote.

6. APPROVAL OF ITEMS MOVED FROM CONSENT AGENDA

None.

7. TRUSTEE REPORTS/COMMENTS

- Trustee Dewey reported that RAILS is looking for a Trustee and if any Board members are interested to check on the RAILS website.
- President Blank mentioned that the nominating committees will be assigned at the April meeting, and those interested in officer positions should let her know. The new officers will be voted on by the Board at the May meeting.

8. TREASURER’S REPORT

A. February 2017

Trustee Caudill moved:

“TO APPROVE THE FEBRUARY 2017 EXPENDITURES AS AUTHORIZED WITH THE BALANCE OF THE REPORT TO BE FILED FOR AUDIT.”

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

AYES (5): Blank, Caudill, Dewey, Stamoolis, Stoval

ABSENT (2): Hafez, Rossow

9. CORRESPONDENCE AND COMMUNICATIONS

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

10. EXECUTIVE DIRECTOR’S REPORT

A. February 2017

- The Chamber Expo had a very good turnout. The Library’s Virtual Reality was introduced.
- Virtual reality experiences for patrons will be rolling out the next several months
- The personnel handbook will be updated soon. Executive Director Womack has some issues that need to be discussed with the attorneys.
- Budgeting will be starting over the next few weeks.
- Call One is replacing AT & T as our ISP.
- Four groups have been identified for the Strategic Plan focus.
- Our electrical utility has projected a 3% increase.
- Polaris contract is being approved by CCS. The governing board is meeting now.
- Insurance may be going up due to the recent construction.
- The Library’s newly elected Trustees will be seated in May.

- Proposed Federal budget cuts to the IMLS will result in loss of approximately \$60,000 a year. The biggest impact will be on ILL delivery.
- Conversation Café is scheduled for April 27th.

11. STANDING COMMITTEE REPORTS

None.

12. SPECIAL COMMITTEE REPORTS

None.

13. UNFINISHED BUSINESS

None.

14. NEW BUSINESS

B. Children’s Program Room – Renovation Design Proposal

Trustee Stamoolis moved:

“TO APPROVE PROPOSAL NO. 162608.01 FROM ENGBERG ANDERSON FOR THE DESIGN AND CONSTRUCTION ADMINISTRATION IN AN AMOUNT NOT TO EXCEED \$24,050, WITH A BUDGET BY APRIL TO BE PRESENTED AT THE MAY BUDGET COMMITTEE MEETING.”

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

AYES (5): Blank, Caudill, Dewey, Stamoolis, Stoval

ABSENT (2): Hafez, Rossow

C. Discussion of Changes to the Behavior Policy

Trustee Dewey moved:

“TO APPROVE THE BEHAVIOR POLICY WITH A REVIEWED AND REVISED DATE OF 03/17.”

Trustee Stamoolis seconded the motion and it carried on a unanimous voice vote.

D. Ordinance to Set Schedule of Regular Board Meetings for Fiscal Year 2017/2018

Trustee Caudill moved:

“TO APPROVE ORDINANCE NO. 17-03-01 AN ORDINANCE SETTING SCHEDULE OF REGULAR MEETINGS OF THE ELA AREA PUBLIC LIBRARY DISTRICT, LAKE COUNTY, ILLINOIS.”

Trustee Stamoolis seconded the motion and it carried on a unanimous voice vote.

E. Discussion of Strategic Planning Process and Status

None.

F. Building and Grounds Critical Issues

None.

H. Approval of Trustee Expense Reports

Trustee Caudill moved:

“TO APPROVE AN EXPENSE REPORT OF TRUSTEE JIM STAMOOLIS FOR FEBRUARY 18TH AND 20TH IN THE AMOUNT OF \$34.78.”

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

AYES (4): Blank, Caudill, Dewey, Stamoolis, Stoval

ABSTAIN (1): Stamoolis

ABSENT (2): Hafez, Rossow

G. Discussion of Executive Director Review

At 8:14 p.m. Trustee Dewey moved:

“TO GO INTO EXECUTIVE SESSION FOR THE DISCUSSION OF PERSONNEL MATTERS 5ILCS 120/2(C)(1).”

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

AYES (5): Blank, Caudill, Dewey, Stamoolis, Stoval

ABSENT (2): Hafez, Rossow

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

At 9:46 p.m., President Blank called the Regular Meeting back to order noting the presence of the following Trustees.

Present (5): Blank, Caudill, Dewey, Stamoolis, Stoval

Absent (2): Hafez, Rossow

Trustee Caudill moved:

“THAT THE CONSENSUS THAT WAS REACHED BY THE BOARD IN EXECUTIVE SESSION REGARDING THE PROPOSED COMPENSATION INCREASE FOR THE EXECUTIVE DIRECTOR BE APPROVED BY THE BOARD.”

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

AYES (5): Blank, Caudill, Dewey, Stamoolis, Stoval

ABSENT (2): Hafez, Rossow

C. EXECUTIVE SESSION FOR THE DISCUSSION OF EXECUTIVE SESSION MINUTES AS ALLOWED BY 5 ILCS 120/2(c)(21)

None.

16. ADJOURNMENT

At 9:48 p.m. Trustee Stoval moved:

“TO ADJOURN”.

Trustee Dewey seconded the motion and it carried on a unanimous voice vote.

Kathy Caudill, Secretary

Approved at the next Regular Meeting of April 18, 2017

Cindy Blank, President