

**ELA AREA PUBLIC LIBRARY DISTRICT
BOARD OF TRUSTEES
Regular Meeting
April 16, 2013**

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, Whiting

Trustees absent: Jackson

Staff present: Executive Director Womack, G. Traudt, S. Haase, P. Paige

Public present: M. Hall, J. Stamoolis, D. Fletcher and L. Hanman of Donna E. Fletcher Consulting, Inc.

3. ADJUSTMENTS TO THE AGENDA

A. Item **14. B. Discussion of Community Survey Results** has been moved to before
4. PUBLIC COMMENT.

14. B. DISCUSSION OF COMMUNITY SURVEY RESULTS

Donna Fletcher and Larry Hanman of Donna E. Fletcher Consulting, Inc. presented the results of the Community Survey with the Board.

4 PUBLIC COMMENT

None.

5. PRESIDENT'S REPORT

President Shaw congratulated the newly elected Board Trustees and thanked everyone for their support during his 4 years on the Board.

6. VICE PRESIDENT'S REPORT

Vice President Stachowiak expressed his gratitude to the Board for the opportunity to serve on the Board for 8 years, and thanked and expressed gratitude to staff and volunteers.

7. SECRETARY'S REPORT

A. Approval of the Minutes of the Regular Meeting 3/19/13

Trustee Burger moved:

**“TO APPROVE THE MINUTES OF THE REGULAR MEETING 3/19/13
AS PRESENTED.”**

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

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

ABSENT: 1 Jackson

8. TREASURER'S REPORT

A. March 2013

Trustee Blank moved:

“TO APPROVE THE MARCH 2013 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

A. March 2013

- The Library received the tax levy reassignments.
- The Nominating Committee meeting is scheduled for April 23rd at 5:00 p.m.
- Moving forward with the Compensation Analysis. A Personnel Committee meeting has been scheduled for April 30th at 6:00 p.m.
- The redesign of the website is still being worked on.
- Had a walk-thru with AT & T. A target date has been set for June 20th.

11. STANDING COMMITTEE REPORTS

B. Finance Committee: Report

The Finance Committee met on April 9th. A summary of the meeting was given by Trustee Caudill and Trustee Blank. A Finance Committee meeting has been scheduled for May 7th at 4:30 p.m.

12. SPECIAL COMMITTEE REPORTS

No Reports.

13. UNFINISHED BUSINESS

A. Investment Policy

Trustee Caudill moved:

“TO APPROVE THAT THE BOARD HAS REVISITED THE INVESTMENT POLICY DURING THE FISCAL YEAR AND THAT WE CHOOSE TO CONTINUE THE INVESTMENTS AS THEY CURRENTLY ARE AT THIS POINT IN TIME WITH A REVIEW OF BOTH THE POLICY AND INVESTMENTS ON OR BEFORE THE JULY BOARD MEETING.”

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

AYES: 5 Burger Caudill, Shaw, Stachowiak, Whiting

NAYS: 1 Blank

ABSENT: 1 Jackson

14. **NEW BUSINESS**

A. Trustee Blank moved:

“WE THE FINANCE COMMITTEE WOULD RECOMMEND TO THE BOARD THAT WE ADOPT THE EHLERS PROPOSAL FOR INVESTMENT ADVISORY SERVICES TO THE ELA LIBRARY FOR AN ANNUAL FEE NOT TO EXCEED \$17,000.”

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

AYES: 2 Blank, Caudill

This motion from the Finance Committee was tabled after discussion of Investment Policy, with the decision to seek another quote before awarding services.

C. **Approval of Expenses for Elevator Repair**

Trustee Whiting moved:

“TO APPROVE THE PAYMENT FOR THE PROPOSAL OF THE ELEVATOR REPAIR ON FEBRUARY 12, 2013 FROM THE SPECIAL RESERVE FUND IN THE AMOUNT OF \$26,500.”

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

D. **Bylaws Review for Remote Participation**

Vice President Stachowiak moved:

“TO APPROVE TO AMEND THE BYLAWS TO ALLOW ELECTRONIC PARTICIPATION AT MEETINGS AS ALLOWED UNDER THE STATE STATUTES.”

Motion failed due to a lack of a second.

E. **Approval of Audit Engagement Letter from McClure Inserra**

Trustee Caudill moved:

“TO APPROVE THE ENGAGEMENT LETTER FOR THE HIRING OF MCCLURE INSERRA FOR OUR AUDIT PERIOD ENDING JUNE 30, 2013, FOR THE AMOUNT NOT TO EXCEED \$11,000.”

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

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

ABSENT: 1 Jackson

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

None.

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

None.

16. ADJOURNMENT

At 9:05 p.m. Trustee Whiting moved:

“TO ADJOURN.”

President Shaw seconded the motion.

The motion was unanimously agreed upon by all Trustees present.

Cindy Blank, Secretary

Approved at the next Regular Meeting of May 21, 2013

Kathy Caudill, President