

**ELA AREA PUBLIC LIBRARY DISTRICT  
BOARD OF TRUSTEES  
Regular Meeting  
May 21, 2013**

**1. REGULAR MEETING - CALL TO ORDER**

At 6:11 p.m. Secretary Blank called the Regular Meeting to order.

**2. INSTALLATION OF NEW TRUSTEES (OATH OF OFFICE)**

Secretary Blank administered the Oath of Office to newly elected Trustees: Hanan Hafez and James Stamoolis and re-elected Trustee: Vicki Burger.

**3. ROLL CALL**

Trustees physically present: Blank, Burger, Caudill, Hafez and Stamoolis

Trustees absent: Hall, Jackson

Staff present: Executive Director Womack, G. Traudt, S. Haase, W. Dawkins, M. Creel

**4. REPORT OF NOMINATING COMMITTEE**

Trustee Caudill and Trustee Blank presented the Nominating Committee's proposed slate of officers.

Trustee Burger moved:

**"TO APPROVE THE SLATE AS PRESENTED BY THE NOMINATING COMMITTEE."**

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

AYES: Blank, Burger, Caudill, Hafez, Stamoolis

ABSENT: Hall, Jackson

**5. ELECTION OF EXECUTIVE OFFICERS**

The Nominating Committee nominated:

**KATHY CAUDILL, PRESIDENT**

**VICKI BURGER, VICE PRESIDENT**

**JAMES STAMOOLIS, TREASURER**

**CINDY BLANK, SECRETARY**

There were no further nominations from the floor. No further discussion occurred, and the entire slate was voted upon.

**6. ADJUSTMENTS TO THE AGENDA**

None.

**7. PUBLIC COMMENT**

None.

**8. PRESIDENT'S REPORT**

No Report.

**9. VICE PRESIDENT’S REPORT**

No Report.

**10. SECRETARY’S REPORT**

**A. Approval of the Minutes of the Regular Meeting 4/16/13**

Trustee Blank moved:

**“TO APPROVE THE MINUTES OF THE REGULAR MEETING 4/16/13 AS PRESENTED.”**

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

The motion was unanimously agreed upon by all Trustees present.

**11. TREASURER’S REPORT**

**A. April 2013**

Trustee Blank moved:

**“TO APPROVE THE APRIL 2013 EXPENDITURES AS AUTHORIZED WITH THE BALANCE OF THE REPORT TO BE FILED FOR AUDIT.”**

Vice President Burger seconded the motion.

AYES: Blank, Burger, Caudill, Hafez, Stamoolis

ABSENT: Hall, Jackson

**12. CORRESPONDENCE AND COMMUNICATIONS**

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

**13. EXECUTIVE DIRECTOR’S REPORT**

**A. April 2013**

- The Finance Committee met at the end of April to take a second look at the Budget.
- Thanked Gloria Traudt, Business Manager for all the work she has done for putting the Budget together.
- Investment advisory services will be discussed later in the meeting. We have 2 investment proposals.
- Officially became Vice President of LACONI.
- The Personnel Committee met a couple of times this month to discuss the Compensation Analysis. The Compensation Analysis will be discussed later in the meeting.
- We are getting closer to the Fiber Optic Installation. June 23<sup>rd</sup> is the target date.
- The website project is close to being done, and will be discussed later in the meeting.
- Technology upgrades will be talked about later in the meeting.
- The next Board meeting is scheduled for June 4<sup>th</sup>. A special meeting will be scheduled later in June to meet with meet with Donna Fletcher, Consultant to discuss the Strategic Plan.
- The Library was expecting to do a Helen Keller Grant project later this year but the group doing the program doesn’t have the resources at this time. We don’t know at this time if the program will be permanently cancelled.

**14. STANDING COMMITTEE REPORTS**

No reports.

President Caudill asked Executive Director Womack to send to each Trustee a list and description of each of the Committees. Committee assignments will then be decided upon.

**15. SPECIAL COMMITTEE REPORTS**

No Reports.

**16. UNFINISHED BUSINESS**

None.

**17. NEW BUSINESS**

**A. Ordinance to Set Schedule of Regular Board Meetings for Fiscal Year 2013/2014**

Trustee Stamoolis moved:

**“TO APPROVE THE ORDINANCE TO SET SCHEDULE OF REGULAR BOARD MEETINGS FOR FISCAL YEAR 2013/2014.”**

Vice President Burger seconded the motion.

The motion was unanimously agreed upon in a voice vote by all Trustees present.

**B. Discussion of Mission Statement Revision**

The Mission Statement will be revised and looked at again by the Board.

**C. Fiscal Year 2013/2014 Working Budget Proposal**

The Fiscal Year 2013/2014 Working Budget Proposal was reviewed at length, questions and comments were addressed. The Working Budget will be discussed at the June 2013 Board meeting and a vote will be taken.

A ten minute break was taken.

**D. Discuss Results of Compensation Review**

Trustee Blank moved:

**“TO APPROVE THE HEALTHCARE BENEFITS RECOMMENDATION OF THE LIBRARY COVERING 85% OF THE PREMIUM FOR INDIVIDUAL COVERAGE, 75% OF THE PREMIUM FOR EMPLOYEE AND CHILDREN AND 55% OF THE PREMIUM FOR EMPLOYEE AND SPOUSE AND 55% OF THE PREMIUM FOR EMPLOYEE AND FAMILY EFFECTIVE FOR THE 2013/2014 FISCAL YEAR.”**

Trustee Stamoolis seconded the motion.

AYES: Blank, Caudill, Hafez, Stamoolis

NAYS: Burger

ABSENT: Hall, Jackson

Trustee Blank moved:

**“TO APPROVE THE MANAGEMENT ASSOCIATION RECOMMENDATION FOR SALARY GRADE LEVEL CHANGES AND THE ASSOCIATED SALARY RANGES.”**

Trustee Hafez seconded the motion.

AYES: Blank, Caudill, Hafez, Stamoolis

NAYS: Burger

ABSENT: Hall, Jackson

**E. Technology Upgrade Plan for 2013-2014**

**Motion made in 17. H.**

**F. Technology Pilots Proposal for Mobile Apple Classroom**

**Motion made in 17 H.**

Trustee Hafez left the meeting at **XXX**.

**G. Web Site Improvements Overview**

Executive Director gave an overview of the web site improvements.

**H. Trustee Blank moved:**

**“WE, THE FINANCE COMMITTEE, RECOMMEND TO THE BOARD THAT WE DESIGNATE \$245,000 OF THE 2012-2013 RETAINED EARNINGS TO BE COMMITTED FOR NEW COMPUTERS AS A PLANNED PART OF THE TECHNOLOGY PROJECTS FOR THE 2013-2014 BUDGET.”**

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

AYES: 2 Blank, Caudill

The Board approved the Finance Committee’s motion on a roll call vote:

AYES: Blank, Burger, Caudill, Hafez, Stamoolis

ABSENT: Hall, Jackson

**I. Trustee Blank moved:**

**“WE, THE FINANCE COMMITTEE, AFTER REVIEWING TWO PROPOSALS FOR INVESTMENT SERVICES, 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

The Board approved the Finance Committee’s motion on a roll call vote:

AYES: Blank, Burger, Caudill, Stamoolis

ABSENT: Hafez, Hall, Jackson

**18. 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.

**19. ADJOURNMENT**

At 9:46 p.m. President Caudill moved:

**“TO ADJOURN.”**

The motion was unanimously agreed upon by a voice vote by all Trustees present.

---

**Cindy Blank, Secretary**

**Approved at the next Regular Meeting of June 4, 2013**

---

**Kathy Caudill, President**