

**ELA AREA PUBLIC LIBRARY DISTRICT
BOARD OF TRUSTEES
Regular Meeting
June 16, 2015**

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, Hafez, Hall, Rossow, Stamoolis, Stoval
Staff present: Executive Director Womack, Assistant Director Christianson,
Assistant Director Strahl, S. Hyson,
Guests present: K. Froman, E. Weiss, Justin Pathmann of Pathmann Construction
Management

3. PUBLIC COMMENT

K. Froman and E. Weiss voiced concerns about a book displayed in the Children's department.

4. ADJUSTMENTS TO THE AGENDA

To move **14. G. Review of Millwork Contracts** to after **4. ADJUSTMENTS TO THE AGENDA**.

14. G. Review of Millwork Contracts

Justin Pathmann of Pathmann Construction Management spoke the ongoing problems with the millwork company and the millwork for the Library's renovation project that has not yet been completed.

Vice President Rossow moved:

"TO APPROVE THE QUOTE FOR PHOENIX WOODWORKING WITH THE CONDITION THAT THE EXISTING MILLWORK CONTRACT WITH LAM-TECH IS TERMINATED BY JUNE 24th. FORMAL NOTICE OF CANCELLATION WITH LAM-TECH WILL BE ISSUED ON JUNE 17th, ANY WORK COMPLETED BY LAM-TECH BEFORE JUNE 24th SHALL BE DEDUCTED FROM THE PHOENIX MILLWORK CONTRACT."

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

AYES (7): Blank, Caudill, Hafez, Hall, Rossow, Stamoolis, Stoval

5. CONSENT AGENDA

A. Approval of the Minutes of the Regular Meeting 5/19/15

Trustee Stamoolis moved:

"TO APPROVE THE MINUTES OF THE REGULAR MEETING 5/19/15."

Trustee Hall seconded the motion and the Minutes were approved by a unanimous voice vote of all Trustees present.

6. TRUSTEE REPORTS/COMMENTS

None.

7. APPROVAL OF MINUTES OF LAST MEETING AS REVIEWED OR CORRECTED
Approved in the Consent Agenda.

8. TREASURER'S REPORT

A. May 2015

Trustee Caudill moved:

“TO APPROVE THE MAY 2015 EXPENDITURES AS AUTHORIZED WITH THE BALANCE OF THE REPORT TO BE FILED FOR AUDIT.”

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

AYES (7): Blank, Caudill, Hafez, Hall, Rossow, Stamoolis, Stoval

9. CORRESPONDENCE AND COMMUNICATIONS

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

10. EXECUTIVE DIRECTOR'S REPORT

A. May 2015

- A Serbian National News reporter contacted the Library for a story about postcards from America. Executive Director Womack will share a link to this item with the Board.
- Executive Director Womack attended a meeting with the new CCS Director.
- The board revisited the May discussion regarding adult users in the teen's and children's areas of the Library. Trustee Caudill requested that the board, and that these topics be included in the July agenda for the board's discussion and possible action.
- The audit begins tomorrow with Inserra and Company.
- Executive Director Womack and the members of the board discussed the recent patron complaint regarding a book displayed in the children's department.

11. STANDING COMMITTEE REPORTS

None.

12. SPECIAL COMMITTEE REPORTS

None.

13. UNFINISHED BUSINESS

A. Second Discussion of FY 2015/2016 Working Budget

Vice President Rossow moved:

“TO APPROVE THE FY 2015/2016 WORKING BUDGET.”

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

AYES (7): Blank, Caudill, Hafez, Hall, Rossow, Stamoolis, Stoval

B. Board Development

1. Board Self Evaluation

An Ad Hoc Committee meeting is scheduled for Tuesday, June 23rd at 7:00 p.m.

2. Parliamentary Procedures

Executive Director Womack contacted one consultant (who is unavailable for a program), and will follow up with another consultant to check on availability. He will provide an update for the board at the July Board meeting.

3. Dashboard

A special board meeting is being scheduled for August 25th at 6:00.

14. NEW BUSINESS

A. Circulation Policy

Trustee Caudill moved:

“TO APPROVE THE CIRCULATION POLICY REVIEWED AND REVISED IN JUNE 2015 AND WITH AN EFFECTIVE DATE OF SEPTEMBER 1, 2015.”

Vice President Rossow seconded the motion and the motion was approved by a unanimous voice vote of all Trustees present.

B. Prevailing Wage Ordinance

Trustee Caudill moved:

“TO APPROVE ORDINANCE NO. 15-06-01 AN ORDINANCE ADOPTING PREVAILING WAGE RATES TO BE PAID TO LABORERS, MECHANICS AND OTHER WORKERS PERFORMING CONSTRUCTION OF PUBLIC WORKS FOR THE ELA AREA PUBLIC LIBRARY DISTRICT LAKE COUNTY.”

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

AYES (7): Blank, Caudill, Hafez, Hall, Rossow, Stamoolis, Stoval

C. Building Site and Maintenance Ordinance

Trustee Caudill moved:

“TO APPROVE ORDINANCE NO. 15-06-02 ORDINANCE DETERMINING TO LEVY AN ADDITIONAL TAX OF .02 PERCENT OF THE VALUE OF ALL TAXABLE PROPERTY IN THE DISTRICT FOR THE PURCHASE OF SITES AND BUILDINGS, THE CONSTRUCTION AND EQUIPMENT OF BUILDINGS, THE RENTAL OF BUILDINGS REQUIRED FOR LIBRARY PURPOSES, AND MAINTENANCE, REPAIRS, AND ALTERATIONS OF LIBRARY BUILDING AND EQUIPMENT FOR THE FISCAL YEAR 2015/2016.”

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

AYES (7): Blank, Caudill, Hafez, Hall, Rossow, Stamoolis, Stoval

D. Food for Fines in December 2015

The Board will take a photo in July to promote an alternative food drive program. Trustees were encouraged to consider bringing a food donation for the drive.

E. Department Updates/Overview by Sarah Strahl, Assistant Director of Technology and Technical Services

An overview of the Technical Services and Information Technology departments was provided.

F. 2015-2016 Goals

The discussion will be moved to the July Board meeting.

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.

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

None.

16. ADJOURNMENT

At 8:00 p.m. Trustee Stamoolis moved:

“TO ADJOURN”.

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

Kathy Caudill, Secretary

Approved at the next Regular Meeting of July 21, 2015

Cindy Blank, President