

**ELA AREA PUBLIC LIBRARY DISTRICT
BOARD OF TRUSTEES
Regular Meeting
June 17, 2014**

1. REGULAR MEETING - CALL TO ORDER

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

2. ROLL CALL

Trustees physically present: Blank, Caudill, Jackson, Rossow, Stamoolis

Trustees absent: Hafez, Hall

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

3. ADJUSTMENTS TO THE AGENDA

Move item **14. D. Department Overview by Patti Paige, Head of Circulation** to after **4. PUBLIC COMMENT.**

4. PUBLIC COMMENT

None.

14. D. Department Overview by Patti Paige, Head of Circulation

An overview of the Circulation department was given.

Vice President Rossow arrived at 6:03 p.m. during the overview of the Circulation Department.

5. PRESIDENT'S REPORT

No report.

6. VICE PRESIDENT'S REPORT

No report.

7. SECRETARY'S REPORT

A. Approval of the Minutes of the Regular Meeting 5/20/14

Trustee Blank moved:

"TO APPROVE THE REGULAR MEETING MINUTES FOR THE 5/20/14 MEETING AS PRESENTED."

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

B. Approval of the Minutes of the Finance Committee 5/6/14

Trustee Stamoolis moved:

"TO APPROVE THE FINANCE COMMITTEE FOR THE 5/16/14 MEETING AS PRESENTED."

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

C. Approval of the Minutes of the Executive Session 5/20/14

Trustee Blank moved:

“TO APPROVE THE MINUTES OF THE EXECUTIVE SESSION 5/20/14 MEETING AS PRESENTED.”

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

D. Approval of the Minutes of the Executive Director Review – Subcommittee of the Personnel Committee – Open Session 6/3/14

Trustee Blank moved:

“TO APPROVE THE MINUTES OF THE EXECUTIVE DIRECTOR REVIEW-SUBCOMMITTEE OF THE PERSONNEL COMMITTEE – OPEN SESSION 6/3/14 AS PRESENTED.”

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

E. Approval of the Minutes of the Executive Director Review – Subcommittee of the Personnel Committee – Closed Session 6/3/14

Trustee Stamoolis moved:

“TO APPROVE MINUTES OF THE EXECUTIVE DIRECTOR-SUBCOMMITTEE OF THE PERSONNEL COMMITTEE – CLOSED SESSION 6/3/14 AS PRESENTED.”

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

8. TREASURER’S REPORT

A. May 2014

Trustee Blank moved:

“TO APPROVE THE MAY 2014 EXPENDITURES AS AUTHORIZED WITH THE BALANCE OF THE REPORT TO BE FILED FOR AUDIT

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

AYES (5): Blank, Caudill, Jackson, Rossow, Stamoolis

ABSENT (2): Hafez, Hall

9. CORRESPONDENCE AND COMMUNICATIONS

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

10. EXECUTIVE DIRECTOR’S REPORT

A. May 2014

- As directed by the Board at the May meeting, Executive Director Womack prepared a letter to the Village of Lake Zurich, stating the Library has no objection to the extension of the TIF District for an additional 12 years. The letter was signed by Board President Caudill and Board Secretary Blank.
- The Architects for the Library renovation will be attending the July Board meeting to discuss the renovation timeline, and to present an overview of the fabric and furniture decisions.
- Interviews have been scheduled for the Business Manager position.
- Training on the new phone system has been coordinated by Assistant Director Christianson.

11. STANDING COMMITTEE REPORTS

No reports.

12. SPECIAL COMMITTEE REPORTS

No reports.

13. UNFINISHED BUSINESS

A. Second Discussion of FY 2014/2015 Budget (Action)

Trustee Blank moved:

“TO APPROVE THE FISCAL YEAR 2014/2015 BUDGET AS PRESENTED.”

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

AYES (5): Blank, Caudill, Jackson, Rossow, Stamoolis

ABSENT (2): Hafez, Hall

14. NEW BUSINESS

A. Prevailing Wage Ordinance

Trustee Blank moved:

“TO APPROVE ORDINANCE NO. 14-06-1 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.”

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

AYES (5): Blank, Caudill, Jackson, Rossow, Stamoolis

ABSENT (2): Hafez, Hall

B. Building Site and Maintenance Ordinance

Trustee Stamoolis moved:

“TO APPROVE ORDINANCE NO. 14-06-02 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 2014/2015.”

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

AYES (5): Blank, Caudill, Jackson, Rossow, Stamoolis

ABSENT (2): Hafez, Hall

C. Food for Fines in December 2014

Trustee Jackson moved:

“TO APPROVE THE FOOD FOR FINES IN DECEMBER 2014.”

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

AYES (5): Blank, Caudill, Jackson, Rossow, Stamoolis

ABSENT (2): Hafez, Hall

E. Board Development Discussion

Three topics have been chosen for discussion – Board Evaluation/Roberts Rules/Dashboard. Dates for the Board Retreat will be decided by the July Board meeting. Executive Director Womack is in the process of looking for a consultant.

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 THE 5/20/14 AND 6/3/14 CLOSED SESSION MINUTES AS ALLOWED BY 5 ILCS 120/2(c)(21)

None.

16. ADJOURNMENT

At 6:51 p.m. the meeting was adjourned with unanimous consent of the Board members present.

Cindy Blank, Secretary

Approved at the next Regular Meeting of July 15, 2014

Kathy Caudill, President