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

1.  REGULAR MEETING - CALL TO ORDER
   At 6:01 p.m. President Caudill called the Regular Meeting to order.

2.  ROLL CALL
   Trustees physically present:  Blank, Caudill, Hafez, Hall, Jackson, Stamoolis
   Trustees absent:  Burger
   Staff present:  Executive Director Womack, G. Traudt, S. Haase
   Public present:  S. Harrod

3.  ADJUSTMENTS TO THE AGENDA
   A.  Item 14. C. Executive Session Minutes Review and 14. D. Executive Session
       Recordings has been moved to follow 14. F. Per Capita Grant Requirements for
       FY 13/14.

4.  PUBLIC COMMENT
   Mr. Harrod made a recommendation to move PUBLIC COMMENT to before
   EXECUTIVE SESSION.  President Caudill expressed that the Board will give his
   suggestion its consideration.

5.  PRESIDENT’S REPORT
   President Caudill gave a report on the ALA Conference she had attended.

6.  VICE PRESIDENT’S REPORT
   No Report.

7.  SECRETARY’S REPORT
   A.  Approval of the Minutes of the Regular Meeting 6/4/13
       Trustee Blank moved:
       “TO APPROVE THE MINUTES OF THE REGULAR MEETING 6/4/13 AS
       PRESENTED”.
       Trustee Hall seconded the motion and it carried on a voice vote.
       The motion was unanimously agreed upon by all Trustees present.

   B.  Approval of the Minutes of the Special Meeting 6/25/13
       Minutes will be reviewed at the September 17, 2013 Regular Board Meeting.

8.  TREASURER’S REPORT
   A.  May 2013
       Trustee Stamoolis moved:
       “TO APPROVE THE MAY 2013 EXPENDITURES AS AUTHORIZED
       WITH THE BALANCE OF THE REPORT TO BE FILED FOR AUDIT.”
       Trustee Hall seconded the motion and it carried on a roll call vote.
       AYES:  6  Blank, Caudill, Hafez, Hall, Jackson, Stamoolis
       ABSENT:  1  Burger
B. June 2013
Trustee Jackson moved:
“TO APPROVE THE JUNE 2013 EXPENDITURES AS AUTHORIZED WITH THE BALANCE OF THE REPORT TO BE FILED FOR AUDIT.”
Trustee Hafez seconded the motion and it carried on a roll call vote.
AYES: 6 Blank, Caudill, Hafez, Hall, Jackson, Stamoolis
ABSENT: 1 Burger

9. CORRESPONDENCE AND COMMUNICATIONS
The Communications folder was made available for all Trustees to review.

10. EXECUTIVE DIRECTOR’S REPORT
A. May/June 2013
- Our Library was awarded a national “Best in Show” prize for our Teen and Young Adult promotional materials. The Library also won an Honorable Mention for the Footnotes newsletter.
- The new fiber optic project is done.
- The new website project has been completed.
- The server virtualization project is going well.
- We have had over 400,000 visitors to the library in the 2013-13 fiscal year.
- Assistant Director Brenda Duff is retiring and Erica Christianson, Head of Popular Materials will be moving into the position of Assistant Director in September.
- Ehlers is working on the Library’s cash flow analysis.
- The Budget was passed in June. The operating surplus from 2013 will be used to implement priorities identified in the Strategic Plan.

11. STANDING COMMITTEE REPORTS
No Reports.

12. SPECIAL COMMITTEE REPORTS
No Reports.

13. UNFINISHED BUSINESS
None.

14. NEW BUSINESS
A. Adopt Mission Statement
Trustee Blank moved:
“TO ADOPT THE NEW MISSION STATEMENT AS PRESENTED.”
Trustee Hafez seconded the motion and it carried on a voice vote.
The motion was unanimously agreed upon by all Trustees present.

B. Adopt Strategic Plan
Trustee Stamoolis moved:
“TO APPROVE TO ADOPT THE STRATEGIC PLAN WITH THE TWO SPECIFIC LANGUAGE CHANGES RECOMMENDED THIS EVENING.”
Trustee Hall seconded the motion and it carried on a voice vote.
The motion was unanimously agreed upon by all Trustees present.
E. Appointment of Two Board Members to Audit 2012/2013 Meeting Minutes
   President Caudill appointed Trustee Hafez and Trustee Hall to review and audit
   the 2012/2013 Meeting Minutes/Documents binder. There was consensus by the
   Board as to these appointments.

F. Per Capita Grant Requirements for FY 13/14
   In order to complete the Per Capita Grant application, the Library Board must review
   Chapter 10 “Marketing, Promotion, and Collaboration” from the Illinois Public
   Library Standards.

C. Executive Session Minutes Review
   Will be discussed in the Executive Session.

D. Executive Session Recordings
   Will be discussed in the Executive Session.

G. Executive Director Review
   Will be discussed in the Executive Session.

15. A. EXECUTIVE SESSION FOR THE REVIEW OF CLOSED MEETING
       MINUTES AND TAPES UNDER 5 ILCS 120/2(c)(21)
B. EXECUTIVE SESSION FOR THE DISCUSSION OF PERSONNEL
       MATTERS 5ILCS 120/2(c)(1)

   At 7:33 p.m. Trustee Blank moved:
   “TO GO INTO EXECUTIVE SESSION FOR THE DISCUSSION OF
   THE REVIEW OF CLOSED MEETING MINUTES AND TAPES UNDER
   5ILCS 120/2(c)(21) AND FOR THE DISCUSSION OF PERSONNEL
   MATTERS 5ILCS 120/2(c)(1).”
   Trustee Hall seconded the motion and it carried on a voice vote.
   The motion was unanimously agreed upon by all Trustees present.

   At 8:21 p.m. President Caudill called the Regular Meeting back to order and roll call
   was taken.
   PRESENT:  6  Blank, Caudill, Hafez, Hall, Jackson, Stamoolis
   ABSENT:  1  Burger

   Trustee Blank moved:
   “THAT ALL EXECUTIVE SESSION MEETING MINUTES REMAIN
   CLOSED AND THE EXECUTIVE SESSION VERBATIM RECORDINGS
   FROM 5/31/11 THRU 12/6/11 BE DESTROYED.”
   Trustee Stamoolis seconded the motion and it carried on a roll call vote:
   AYES:  6  Blank, Caudill, Hafez, Hall, Jackson, Stamoolis
   ABSENT:  1  Burger

   A Special Meeting will be held on August 19, 2013 at 6 p.m. for discussion of
   personnel matters.
C. EXECUTIVE SESSION FOR THE DISCUSSION OF PENDING, PROBABLE, OR IMMINENT LITIGATION AS ALLOWED BY 5 ILCS 120/2(c)(11)
None.

16. ADJOURNMENT
At 8:24 p.m. The meeting was adjourned with unanimous consent of the Board members present.

_______________________________________________
Cindy Blank, Secretary

Approved at the next Regular Meeting of September 17, 2013

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Kathy Caudill, President