

**ELA AREA PUBLIC LIBRARY DISTRICT  
BOARD OF TRUSTEES  
Regular Meeting  
July 17, 2007**

**I. REGULAR MEETING**

**II. CALL TO ORDER**

At 6:01 p.m. President Caudill called the Regular Meeting to order.

*Trustees physically present:* Burger, Caudill, Lang, Rossow, Stachowiak

*Also present:* Director Campe, Assistant Director Duff, G. Traudt, S. Haase

*Trustees absent:* Black, Washburn

**III. ADJUSTMENTS TO THE AGENDA**

None

**IV. PRESIDENT'S REPORT**

**a.** We received the Per Capita Grant application. It is due in October.

**b.** President Caudill spoke about a new database called infoinbox.com.

**V. SECRETARY'S REPORT: MINUTES OF MEETING**

Trustee Burger moved:

**"TO APPROVE THE MINUTES OF THE JUNE 19, 2007 REGULAR MEETING."**

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

AYES: 5 Burger, Caudill, Lang, Rossow, Stachowiak

ABSENT: 2 Black, Washburn

Trustee Washburn arrived at 6:06 p.m.

Trustee Rossow moved:

**"TO APPROVE THE MINUTES OF THE JUNE 19, 2007 EXECUTIVE SESSION MEETING."**

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

AYES: 6 Burger, Caudill, Lang, Rossow, Stachowiak, Washburn

ABSENT: 1 Black

**VI. CORRESPONDENCE**

Communications folder was passed.

**VII. TREASURER'S REPORT**

Vice President Stachowiak moved:

**"TO APPROVE THE EXPENDITURES AS AUTHORIZED, WITH THE BALANCE OF THE REPORT TO BE FILED FOR AUDIT."**

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

AYES: 6 Burger, Caudill, Lang, Rossow, Stachowiak, Washburn

ABSENT: 1 Black

## VIII. DIRECTOR'S REPORT

Director Campe reviewed highlights of the Librarian's Report.

- Daryl Behling, Facilities Manager will be investigating the fire suppression system.
- Graphs have been included in the stats. The stats are significantly up this month.
- A new collection has been added. It is the Most Wanted DVD collection. There is a one week check out, no holds or renewals and a limit of two.
- Playaways and video games will debut later this summer.
- Kathleen Lovelace, Head of Special Services will be leaving on August 6<sup>th</sup>. Director Campe and Assistant Director Duff will be evaluating the position.
- Jennifer Groth, Assistant Head of Popular Materials has coordinated a "Book Cart Team" to be in the Lake Zurich parade.
- The Public Information department won awards for Footnotes and the 2006 Holiday card.

## IX. STANDING COMMITTEE REPORTS

No Reports

## X. SPECIAL COMMITTEE REPORTS

### a. Diverse Populations Committee

Report given by Trustee Lang.

### d. Friends of the Library: Report (Chris Stachowiak)

Report will be given in September.

## XI. UNFINISHED BUSINESS

### a. Meet and Greet Board Members

Tabled until the September Board meeting. Trustee Washburn will meet with Director Campe to discuss specifications.

### b. Board Members Photos

Board members should provide pictures or set up an appointment by September with Val Stern, Head of Public Information. These photos will appear on the library's website.

## XII. NEW BUSINESS

### a. Building Site and Maintenance Ordinance

Vice President Stachowiak moved:

**"TO APPROVE ORDINANCE NO. 07-07-3 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 2007/2008 AS AMENDED."**

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

AYES: 6 Burger, Caudill, Lang, Rossow, Stachowiak, Washburn

ABSENT: 1 Black

**b. Ordinance Setting Regular Meeting Schedule**

Trustee Burger moved:

**“TO APPROVE ORDINANCE NO. 07-07-2 ORDINANCE SETTING SCHEDULE OF REGULAR MEETINGS OF THE ELA AREA PUBLIC LIBRARY DISTRICT, LAKE COUNTY, ILLINOIS.”**

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

AYES: 6 Burger, Caudill, Lang, Rossow, Stachowiak, Washburn

ABSENT: 1 Black

**c. Meeting Room Policy Review**

Vice President Stachowiak moved:

**“TO APPROVE THE ELA AREA PUBLIC LIBRARY MEETING ROOM POLICY PER THE CHANGES WE HAVE INDICATED.”**

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

AYES: 6 Burger, Caudill, Lang, Rossow, Stachowiak, Washburn

ABSENT: 1 Black

**d. TIF District Report**

Director Campe was told by the Village that the TIF was created in Lake Zurich before the law passed that stated libraries will receive money from the TIF. We are not owed any money from the TIF District per letter from our legal counsel, W. Britt Isaly.

**e. National City Account**

The library has opened an account with National City Bank. Library Board members were required to sign papers.

**f. Appointment of Board Members to Audit Meeting Minutes**

Vice President Stachowiak and Trustee Washburn will be auditing the Fiscal Year 2006/2007 meeting minutes.

**XIII. INFORMATIONAL ITEMS**

None

**XIV. PUBLIC FORUM**

None

A break was taken at 7:37 p.m.

**XV. EXECUTIVE SESSION**

At 7:46 p.m. Trustee Rossow moved:

**“TO GO INTO EXECUTIVE SESSION FOR THE PURPOSE OF EVALUATING THE DIRECTOR (UNDER 5 ILCS 120(c)(1) OF THE ILLINOIS STATE STATUTES).”**

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

AYES: 6 Burger, Caudill, Lang, Rossow, Stachowiak, Washburn

ABSENT: 1 Black

At 8:28 p.m. Trustee Burger moved:

**“TO GO OUT OF EXECUTIVE SESSION AND BACK IN TO GENERAL SESSION.”**

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

AYES: 6 Burger, Caudill, Lang, Rossow, Stachowiak, Washburn

ABSENT: 1 Black

At 8:30 p.m. Vice President Stachowiak moved:

**“TO APPROVE A SALARY RAISE FOR EXECUTIVE DIRECTOR MARY BETH CAMPE EQUAL TO 4% OF HER CURRENT SALARY, WITH AN ADDITIONAL 1% DISCRETIONARY RAISE.”**

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

AYES: 6 Burger, Caudill, Lang, Rossow, Stachowiak, Washburn

ABSENT: 1 Black

**XVI. ADJOURNMENT**

At 8:32 p.m. Vice President Stachowiak moved:

**“TO ADJOURN.”**

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

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**Wendy Lang, Secretary**

(SEAL)

**Approved at the next Regular Meeting of September 18, 2007**

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**Kathy Caudill, President**