

**ELA AREA PUBLIC LIBRARY DISTRICT
BOARD OF TRUSTEES
Regular Meeting
July 21, 2009**

1. REGULAR MEETING

2. CALL TO ORDER

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

Trustees present: Black, Burger, Caudill, Shaw, Stachowiak, Washburn

Trustees absent: Whiting

Staff present: Executive Director Campe, Assistant Director Duff, G. Traudt, S. Haase, M. Womack, J. Plohr, E. Montano, I. Flemming

3. ADJUSTMENTS TO THE AGENDA

None.

4. APPROVAL OF MINUTES

A. Approval of the Minutes of the Regular Meeting 6/16/09.

Minutes were approved as amended by the full consent of the Board members present.

5. PRESIDENT'S REPORT

A. Committee Assignments

President Caudill presented the Board with their committee assignments.

Trustee Burger moved:

“TO APPROVE THE PRESIDENT’S COMMITTEE ASSIGNMENT RECOMMENDATIONS TO THE BOARD.”

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

Ayes: 6 Black, Burger, Caudill, Shaw, Stachowiak, Washburn

Absent: 1 Whiting

B. Director’s Review Procedures

President Caudill will provide the Board with a copy of last year’s evaluation.

Executive Director Campe will provide the Board with a narrative description of her goals and accomplishments.

The current format presented will be filled out by each Board member and electronically sent to President Caudill by August 31st.

6. VICE PRESIDENT’S REPORT

Vice President Stachowiak was overwhelmed with ALA. He attended several sessions and spoke with vendors.

7. SECRETARY’S REPORT

Trustee Black had a very nice experience being at ALA. She attended a seminar on “How to Attract Teens to the Library”. This information will be shared with Erica Christensen, Head of Popular Materials.

8. TREASURER'S REPORT

A. Trustee Burger moved:

“TO APPROVE THE JUNE 2009 EXPENDITURES AS AUTHORIZED WITH THE BALANCE OF THE REPORT TO BE FILED FOR AUDIT.”

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

Ayes: 6 Black, Burger, Caudill, Shaw, Stachowiak, Washburn

Abstain: 1 Whiting

Trustee Whiting arrived at 6:19 p.m. during the motion for the Treasurer's Report.

9. CORRESPONDENCE

Communications folder was passed.

10. EXECUTIVE DIRECTOR'S REPORT

Executive Director Campe reviewed highlights of the Librarian's Report.

- Executive Director Camp will be on vacation from August 1-8, 2009.

- Statistics were very high for the month of June.

- People count number was very high for the month of June.

- Still hearing positive comments from the patrons about the reorganization.

- Val Stern, Public Information Department Head, will be contacting our new Trustees, John Shaw and Tim Whiting, to get comments and pictures that will be included in the next publication of Footnotes.

- Board members signed a Thank You card that Executive Director Campe will give to the Rotary thanking them for the Book Barn created for the Children's department.

11. STANDING COMMITTEE REPORTS

No Reports.

12. SPECIAL COMMITTEE REPORTS

C. NSLS: (Kathy Caudill)

President Caudill gave the report on NSLS activities from the June NSLS Board meeting

D. Friends of the Library: (Chris Stachowiak)

Vice President Stachowiak reported on the activities of the Friends.

13. UNFINISHED BUSINESS

A. Correction to the Minutes of the Regular Meeting May 19, 2009

By a unanimous voice vote, minutes from May 19, 2009 were corrected to reflect that Trustee Shaw abstained from the vote approving the minutes but participated in the vote to approve the Treasurer's Report.

14. NEW BUSINESS

A. Building Site and Maintenance Ordinance

President Caudill moved:

“TO APPROVE ORDINANCE NO. 09-07-3 AN 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, MAINTENANCE, REPAIRS, AND ALTERATIONS OF LIBRARY BUILDING AND EQUIPMENT FOR THE FISCAL YEAR 2009/2010.”

Vice President Stachowiak seconded the motion and it carried on a roll call vote.
AYES: 7 Black, Burger, Caudill, Shaw, Stachowiak, Washburn, Whiting

B. Fiscal Year 08/09 Wrap Up

Due to an error in the previous copy of the Working Budget, a revised copy was given to the Board.

Vice President Stachowiak moved:

“TO APPROVE THE REVISED WORKING BUDGET AS PRESENTED DATED 7/21/09.”

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

AYES: 7 Black, Burger, Caudill, Shaw, Stachowiak, Washburn, Whiting

C. Per Capita Requirements

In order to complete the Per Capita Grant application, the Library Board must review designated statutes in the Illinois Library Laws and Rules book.

D. Appointment of Board Members to Audit Meeting Minutes

Trustee Shaw and Trustee Whiting were assigned to review the 2008/2009 Meeting Minutes/Documents binder.

E. Report: Computer Classes

Estevan Montano, Electronic Resources Coordinator gave a report about computer classes at the library. A report was compiled by the Reference staff regarding concerns about the computer classes.

F. Wrap up of Popular Materials Project

The space reorganization in the Popular Materials area has been a very positive project and Executive Director Campe is very proud of the project. A report including the final figures and statistics associated with the Popular Materials project was given to the Board.

Trustee Burger left the meeting at approximately 7:30 p.m.

G. Committee Policy

Trustee Whiting moved:

“TO REMOVE POLICY 1.6, COMMITTEE POLICY, EFFECTIVE DATE 8/06, FROM THE POLICY MANUAL AND TO INCLUDE A SUMMARY LISTING, AT THE EXECUTIVE DIRECTOR’S DISCRETION, IN THE ANNUAL REPORT.”

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

AYES: 6 Black, Caudill, Shaw, Stachowiak, Washburn, Whiting

ABSENT: 1 Burger

A short break was taken from 8:40 p.m. – 8:45 p.m.

H. Discussion on Trustee Proposal for Director Mid-Month Report

Trustee Shaw presented the Board with a handout and information proposing that the Executive Director provide the Board with a mid-month report. The Board will consider this suggestion at the September Board meeting.

15. INFORMATIONAL ITEMS

A. ALA Conference

Reports were given by various Board members who attended the ALA conference.

16. PUBLIC FORUM

None.

17. ADJOURNMENT

At 8:54 p.m. the meeting was **ADJOURNED** with a unanimous voice vote.

John Shaw, Secretary Pro Tem

(SEAL)

Approved at the next Regular Meeting of September 15, 2009

Kathy Caudill, President