

**ELA AREA PUBLIC LIBRARY DISTRICT
BOARD OF TRUSTEES
Regular Meeting
July 21, 2015**

1. REGULAR MEETING - CALL TO ORDER

At 6:05 p.m. Vice President Rossow called the Regular Meeting to order. President Blank attended the meeting, but due to a case of laryngitis requested that Vice President Rossow chair the meeting.

2. ROLL CALL

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

Trustees absent: Hall, Stoval

Staff present: Executive Director Womack, Assistant Director Christianson, N. Ziarnik-Head of Children's, L. White-Head of Popular Materials, S. Hyson, S. Haase

Guests present: P. Monahan, S. Harrod

3. PUBLIC COMMENT

P. Monahan asked questions about Library technical issues and suggested that the Library look into the viability of a USPS mailbox on the premises.

4. ADJUSTMENTS TO THE AGENDA

To move **14. C. Department Updates/Overview by Natalie Ziarnik, Head of Children's** to before **14. A. Appointment of Two Board Members to Audit 2014/2015 Meeting Minutes.**

5. CONSENT AGENDA

A. Approval of the Minutes of the Regular Meeting 6/15/15

President Blank moved:

"TO APPROVE THE MINUTES OF THE REGULAR MEETING OF 6/15/15."

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

6. TRUSTEE REPORTS/COMMENTS

President Blank distributed a list of proposed committee assignments to the Trustees. The committee appointments will be discussed for approval at the September Board meeting.

7. APPROVAL OF MINUTES OF LAST MEETING AS REVIEWED OR CORRECTED

Approved in the Consent Agenda.

8. TREASURER'S REPORT

A. June 2015

Trustee Caudill moved:

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

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

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

ABSENT (2): Hall, Stoval

9. CORRESPONDENCE AND COMMUNICATIONS

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

10. EXECUTIVE DIRECTOR'S REPORT

A. June 2015

- Two neighboring libraries (Wheeling and Palatine) have dealt with bedbugs this month. We are working to learn more about these pests and build a plan for identifying them and taking action to remedy the situation.
- The concrete and lighting work for the parking lot has been completed. A question was raised regarding some uneven levels of concrete near the new work.
- The ILA Conference will be held in Peoria, IL October 22-24. The Trustee track of programming will take place on Sat., Oct. 24, and will include parliamentary procedure, the Open Meetings Act, and board development. Trustees should notify Executive Director Womack if interested in attending the conference.
- Board members asked Executive Director Womack questions regarding statistics for children's and teen areas of the library.
- The Budget and Appropriations Ordinance will be a September agenda item.
- Our auditor was in for a few days this past month working on the audit. The management letter will reflect some new suggestions for internal controls at the library.

11. STANDING COMMITTEE REPORTS

None.

12. SPECIAL COMMITTEE REPORTS

None.

13. UNFINISHED BUSINESS

A. Board Development

1. Board Self Evaluation

An Ad Hoc Committee meeting is scheduled for Thursday, August 13th at 7:00 p.m.

2. Parliamentary Procedures

Executive Director Womack will follow up with a consultant to check on availability, and will also be checking for other options. It was suggested that attending the ILA conference trustee track program on parliamentary procedure could provide a viable alternative for this training.

3. Dashboard

A special board meeting to discuss the creation of a board dashboard is scheduled for Thursday, August 27th at 7:00.

14. NEW BUSINESS

C. Department Updates/Overview by Natalie Ziarnik, Head of Children's

An overview of the Children's department was provided.

A. Appointment of Two Board Members to Audit 2014/2015 Meeting Minutes

Trustee Caudill moved:

"TO APPOINT TRUSTEE STOVAL AND TRUSTEE HALL TO AUDIT OUR MEETING MINUTES FOR 2014/2015."

Trustee Hafez Trustee seconded the motion and the Motion was approved by a unanimous voice vote of all Trustees present.

B. Per Capita Grant Requirements for FY 15/16

The Library Board reviewed the Per Capita Grant requirements, including Chapter 5 "Technology" from the Illinois Public Library Standards.

D. Behavior Policy: Unaccompanied Adults in Teen and Children's Areas

Trustee Stamoolis moved:

"TO APPROVE THE BEHAVIOR POLICY WITH A REVIEWED AND REVISED DATE OF 07/15."

Trustee Hafez seconded the motion and, after a discussion of the pros and cons of modifying the policy, it carried on a voice vote.

AYES (4): Blank, Hafez, Rossow, Stamoolis

NAYS (1): Caudill

ABSENT (2): Hall, Stoval

E. 2015-2016 Goals

The 2015-2016 goals were discussed.

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 8:04 p.m. President Blank moved:

“TO ADJOURN”.

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

Kathy Caudill, Secretary

Approved at the next Regular Meeting of September 15, 2015

Dennis Rossow, Vice President