

**ELA AREA PUBLIC LIBRARY DISTRICT
BOARD OF TRUSTEES
Regular Meeting
August 19, 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, Hafez, Hall, Rossow, Stamoolis

Trustees absent: Jackson

Staff present: Executive Director Womack, Assistant Director Christianson, S. Hyson, S. Haase

Guests present: Justin Pathmann of Pathmann Construction Management, Dan Pohrte of Product Architecture & Design, S. Harrod

3. ADJUSTMENTS TO THE AGENDA

Move item **14. D. Discussion and Award of Bids for Renovation** and **14. E. Approval of Contract for Construction Manager** to before **14. NEW BUSINESS A. Resolution Honoring Retiring Business Manager Gloria Traudt.**

4. PUBLIC COMMENT

None.

5. PRESIDENT'S REPORT

- President Caudill attended a very interesting On The Front Lines Conference and gave a presentation on advocacy to the Front Line conference attendees. Leah White, Popular Materials Department Head gave two wonderful programs at the conference.
- President Caudill will review and propose some draft changes for the Board Bylaws, run it by Executive Director Womack and present it to the Board as a whole at a later board meeting.

6. VICE PRESIDENT'S REPORT

No report.

7. SECRETARY'S REPORT

A. Approval of the Minutes of the Regular Meeting 7/15/14

Trustee Stamoolis moved:

“TO APPROVE THE REGULAR MEETING MINUTES FOR THE 7/15/14 MEETING AS PRESENTED.”

Trustee Hall seconded the motion and it carried on a voice vote in which Vice President Rossow abstained.

B. Approval of the Minutes of Executive Session Meeting 7/15/14

Trustee Stamoolis moved:

“TO APPROVE THE EXECUTIVE SESSION MEETING MINUTES FOR THE 7/15/14 MEETING AS PRESENTED.”

Trustee Hall seconded the motion and it carried on a voice vote in which Vice President Rossow abstained.

8. TREASURER’S REPORT

A. JULY 2014

Trustee Blank moved:

“TO APPROVE THE JULY 2014 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, Rossow, Stamoolis

ABSENT (1): Jackson

9. CORRESPONDENCE AND COMMUNICATIONS

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

10. EXECUTIVE DIRECTOR’S REPORT

A. June 2014

- The Maker Space will be called The Forge.
- The Library is a few weeks away from launching the new catalog system.
- The Library’s air conditioning system was down for a few days and has now been fixed.
- Executive Director Womack will be speaking to Ken Herdeman from Ehlers Investment Partners about investment options on maturing CD’s.
- The Library’s attorneys are working on recommendations for our Board, Adult & Teen Volunteers Privileges Policy.
- Technology projects are going to have a hiatus in September. Warren Dawkins, IT Manager will be out the month of September.

11. STANDING COMMITTEE REPORTS

No reports.

12. SPECIAL COMMITTEE REPORTS

No reports.

13. UNFINISHED BUSINESS

A. Board, Adult & Teen Volunteers Privileges Policy

Will be moved to the September Board meeting.

14. **NEW BUSINESS**

D. Discussion and Award of Bids for Renovation Construction Work

Justin Pathmann of Pathmann Construction Management discussed the award of Bids for the Library's renovation project. Also discussed was an increase in the renovation budget for LED light fixtures for the Children's department.

Trustee Stamoolis moved:

"TO APPROVE THE ADDITIONAL EXPENDITURE UP TO \$41,000 FROM THE SPECIAL RESERVE FUND FOR THE PURCHASE OF ROUND LED FIXTURES FOR OUR RENOVATION PROJECT."

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

AYES (6): Blank, Caudill, Hafez, Hall, Rossow, Stamoolis

ABSENT (1): Jackson

Trustee Blank moved:

"TO APPROVE THE BIDS AS PRESENTED IN THE COST BREAKOUT DOCUMENT WITH A TOTAL NOT TO EXCEED \$1.75 MILLION."

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

AYES (6): Blank, Caudill, Hafez, Hall, Rossow, Stamoolis

ABSENT (1): Jackson

E. Approval of Contract for Construction Manager

Trustee Blank moved:

"TO APPROVE THE AIA DOCUMENT C132-2009 ADDING LANGUAGE REFERENCING THE PATHMANN CONSTRUCTION MANAGEMENT INC. CONTRACT PROPOSAL DATED APRIL 8, 2014 SUBJECT TO THE REVIEW AND APPROVAL OF THE LIBRARY'S ATTORNEYS."

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

AYES (6): Blank, Caudill, Hafez, Hall, Rossow, Stamoolis

ABSENT (1): Jackson

A. Resolution Honoring Retiring Business Manager Gloria Traudt

Vice President Rossow moved:

"TO APPROVE RESOLUTION 14-08-01 HONORING RETIRING BUSINESS MANAGER GLORIA TRAUDT."

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

B. Discussion of Printing Policy

Trustee Stamoolis moved:

"TO APPROVE THE PRINTING POLICY AS RECOMMENDED WITH A REVIEWED AND REVISED DATE OF 08/14."

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

C. Discussion of Committees Policy

Vice President Rossow moved:

“TO ABOLISH THE COMMITTEES POLICY FROM THE BOARD POLICIES MANUAL WITH A REVIEWED AND ABOLISHED DATE OF 08/14.”

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

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 7:30 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 16, 2014

Kathy Caudill, President