

**ELA AREA PUBLIC LIBRARY DISTRICT  
BOARD OF TRUSTEES  
Regular Meeting  
January 21, 2014**

**1. REGULAR MEETING - CALL TO ORDER**

At 6:02 p.m. President Caudill called the Regular Meeting to order.

**2. INSTALLATION OF NEW TRUSTEE (OATH OF OFFICE)**

Secretary Blank administered the Oath of Office to newly appointed Trustee Dennis Rossow.

**3. ROLL CALL**

Trustees physically present: Blank, Caudill, Hall, Jackson, Rossow, Stamoolis

Trustee absent: Hafez

Staff present: Executive Director Womack, Assistant Director Christianson, G. Traudt, S. Haase, C. Wagner

Guest present: S. Harrod

**4. ADJUSTMENTS TO THE AGENDA**

**A. Item 15. A. Department Overview by Christy Wagner, Outreach Coordinator**  
has been moved to after **5. PUBLIC COMMENT.**

**ELECTION OF VICE PRESIDENT**

President Caudill proposed that the Board appoint Dennis Rossow as Vice President.

Trustee Jackson moved:

**“TO APPOINT DENNIS ROSSOW AS VICE PRESIDENT.”**

Trustee Hall seconded the motion and the motion was approved with the unanimous consent of the trustees present.

**5. PUBLIC COMMENT**

No public comment.

**15. NEW BUSINESS**

**A. Department Overview by Christy Wagner, Outreach Coordinator**

An overview of the Outreach Department was given.

**6. PRESIDENT’S REPORT**

**A. Committee Assigned Review**

President Caudill assigned the following committees to Vice President Rossow: Policy Tracking, Policy Assignment, Executive Session Minutes Review and Long Range Planning.

Trustee Blank moved:

**“TO APPROVE THE COMMITTEE ASSIGNMENT AS OUTLINED BY PRESIDENT CAUDILL.”**

Trustee Stamoolis seconded the motion and the motion approved with the unanimous consent of the trustees present.

Illinois Trustee Forum is scheduled for Saturday, February 15th in Oak Brook.

**7. VICE PRESIDENT'S REPORT**

No Report.

**8. SECRETARY'S REPORT**

**A. Approval of the Minutes of the Regular Meeting 11/19/13**

Trustee Stamoolis moved:

**“TO APPROVE THE MINUTES OF THE REGULAR MEETING 11/19/13 AS PRESENTED.”**

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

AYES: 6 Blank, Caudill, Hall, Jackson, Rossow, Stamoolis

ABSENT: 1 Hafez

**B. Approval of the Minutes/Trustee Vacancy Committee Meeting 10/28/13**

Trustee Hall moved:

**“TO APPROVE THE MINUTES OF THE TRUSTEE VACANCY COMMITTEE MEETING 10/28/13 AS PRESENTED.”**

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

AYES: 6 Blank, Caudill, Hall, Jackson, Rossow, Stamoolis

ABSENT: 1 Hafez

**C. Approval of the Executive Session Minutes/Trustee Vacancy Committee Meeting 10/28/13**

Trustee Jackson moved:

**“TO APPROVE THE MINUTES OF THE EXECUTIVE SESSION/TRUSTEE VACANCY COMMITTEE MEETING 10/28/13 AS PRESENTED.”**

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

AYES: 6 Blank, Caudill, Hall, Jackson, Rossow, Stamoolis

ABSENT: 1 Hafez

**9. TREASURER'S REPORT**

**A. November 2013**

**B. December 2013**

Trustee Blank moved:

**“TO APPROVE THE NOVEMBER 2013 AND DECEMBER 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, Hall, Jackson, Rossow, Stamoolis

ABSENT: 1 Hafez

**10. CORRESPONDENCE AND COMMUNICATIONS**

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

**11. EXECUTIVE DIRECTOR'S REPORT**

**A. November & December**

- The action plan called for a review of our membership in CCS. The recommendation is to remain in the consortium until 2016, and evaluate options at that time.

- The weather has impacted the Library – We are close to budget on snow removal and salt. The Site and Building fund will cover the amount that has gone over budget.
- The Evening of Excellence is January 25<sup>th</sup>
- Board of Trustee Training Session - February 15
- Renovation status – met with architect and floor plans are being looked at. The bidding process for the construction is to start in April and ground breaking in June or July. The Library will be publishing an RFP for Construction Management services.
- HOOPLA – The new video download service has gone live.

**B. Mid-year review of 2013-2014 Action Plan**

Executive Director Womack reviewed the 2013-2014 Action Plan with the Board of Trustees.

**12. STANDING COMMITTEE REPORTS**

No Reports.

**13. SPECIAL COMMITTEE REPORTS**

No Reports.

**14. UNFINISHED BUSINESS**

**A. Discussion of Board Retreat**

The Board discussed options for a Board Retreat.

**15. NEW BUSINESS**

**B. Sponsorship/Partnership Policy**

Trustee Jackson moved:

**“TO APPROVE THE SPONSORSHIP/PARTNERSHIP POLICY WITH A REVIEWED AND REVISED DATE OF 01/14 WITH REVISIONS AS STATED.”**

Trustee Stamoolis seconded the motion and the motion was approved with the unanimous consent of the trustees present.

**C. Display and Exhibits Policy**

Trustee Jackson moved:

**“TO APPROVE THE DISPLAY AND EXHIBITS POLICY WITH A REVIEWED AND REVISED DATE OF 01/14.”**

Vice President Rossow seconded the motion and the motion was approved with the unanimous consent of the trustees present.

**D. Membership Agreement for the National Joint Powers Alliance**

Vice President Rossow moved:

**“TO RATIFY THE MEMBERSHIP AGREEMENT FOR THE NATIONAL JOINT POWERS ALLIANCE.”**

Trustee Stamoolis seconded the motion and the motion was approved with the unanimous consent of the trustees present.

**E. Discussion of RFP for Attorney Services**

Will be revisited at the February meeting.

**F. Discussion of RFP Construction Management Services**

Will be revisited at the February meeting.

**16. A. EXECUTIVE SESSION FOR THE DISCUSSION OF PERSONNEL MATTERS 5ILCS 120/2(c)(1)**

None.

**B. EXECUTIVE SESSION FOR THE DISCUSSION OF TRUSTEE VACANCY APPOINTMENT 5 ILCS 120/2(c)(3)**

None.

**C. EXECUTIVE SESSION FOR THE DISCUSSION OF PENDING, PROBABLE, OR IMMINENT LITIGATION AS ALLOWED BY 5 ILCS 120/2(c)(11)**

At 8:15 p.m. Vice President Rossow moved:

**“TO GO INTO EXECUTIVE SESSION FOR THE DISCUSSION OF PENDING, PROBABLE, OR IMMINENT LITIGATION AS ALLOWED BY 5 ILCS 120/2(c)(11).”**

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

AYES: 6 Blank, Caudill, Hall, Jackson, Rossow, Stamoolis

ABSENT: 1 Hafez

At 8:42 p.m., President Caudill called the Regular Meeting back to order and roll call was taken.

Present: Blank, Caudill, Hall, Jackson, Rossow, Stamoolis

Absent: Hafez

Staff Present: Executive Director M. Womack

**17. ADJOURNMENT**

At 8:43 p.m. the meeting was adjourned with no objections

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**Cindy Blank, Secretary**

**Approved at the next Regular Meeting of February 18, 2014**

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**Kathy Caudill, President**