

**ELA AREA PUBLIC LIBRARY DISTRICT
BOARD OF TRUSTEES
Regular Meeting
October 18, 2011**

1. REGULAR MEETING - CALL TO ORDER

At 6:00 p.m. President Shaw called the Regular Meeting to order.

Trustees physically present: Blank, Burger, Caudill, Shaw, Stachowiak, Whiting

Trustees absent: Jackson

Staff present: Interim Director Duff, Interim Assistant Director Christianson,

G. Traudt, J. Plohr, W. Dawkins

Guests present: Steve Larson of Ehlers & Associates, Duane Gruebel

2. ADJUSTMENTS TO THE AGENDA

A. Item 13 A. Bond Abatement Presentation-Steve Larson, Ehlers & Associates has been moved to after **1. Regular Meeting - Call To Order.**

13. NEW BUSINESS

A. Bond Abatement Presentation – Steve Larson, Ehlers & Associates

A Bond Abatement presentation was given by Steve Larson of Ehlers & Associates.

3. APPROVAL OF MINUTES

A. Regular Meeting / September 20, 2011

Trustee Blank motioned:

“TO APPROVE THE MINUTES OF THE REGULAR MEETING 9/20/11 AS AMENDED.”

President Shaw seconded the motion and it carried on a voice vote.

AYES: 5 Blank, Caudill, Shaw, Stachowiak, Whiting

ABSTAIN: 1 Burger

ABSENT: 1 Jackson

B. Executive Session/September 20, 2011

Trustee Whiting motioned:

“TO APPROVE THE MINUTES OF THE EXECUTIVE SESSION 9/20/11 AS PRESENTED.”

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

AYES: 6 Blank, Burger, Caudill, Shaw, Stachowiak, Whiting

ABSENT: 1 Jackson

C. Finance Committee Meeting/September 29, 2011

Trustee Blank motioned:

“TO APPROVE THE MINUTES OF THE FINANCE COMMITTEE MEETING 9/29/11 AS AMENDED.”

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

AYES: 6 Blank, Burger, Caudill, Shaw, Stachowiak, Whiting

ABSENT: 1 Jackson

4. PRESIDENT'S REPORT

The interview process for the Executive Director position will begin next month.

5. VICE PRESIDENT'S REPORT

The Volunteer Dinner/Meeting was an excellent evening and it was very nice to honor all the Library volunteers.

6. SECRETARY'S REPORT

Secretary Blank is looking forward to attending the ILA Trustee Day on Thursday.

7. TREASURER'S REPORT

A. SEPTEMBER 2011

Trustee Burger moved:

“TO APPROVE THE SEPTEMBER 2011 EXPENDITURES AS AUTHORIZED WITH THE BALANCE OF THE REPORT TO BE FILED FOR AUDIT.”

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

AYES: 6 Blank, Burger, Caudill, Shaw, Stachowiak, Whiting

ABSENT: 1 Jackson

8. CORRESPONDENCE

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

9. INTERIM DIRECTOR'S REPORT

A. September 2011

- The Volunteer Dinner/Meeting held at Kemper Lakes was very nice and thanks were given to the Trustees who had attended.
- An assisted-living facility, to be built close to the High School, has been approved.
- The Library received a check from FEMA in the amount of \$2974.74 for the 2011 Severe Winter Storms.
- Warren Dawkins, IT Department Head gave update on the Digital Media Lab and AV project.

10. STANDING COMMITTEE REPORTS

B. Finance Committee: Report

Trustee Caudill gave a report on the Finance Committee Meeting of 9/29/11.

The Board will discuss seeking out a new Auditing firm. Discussion will be at the November 2011 Board Meeting.

11. SPECIAL COMMITTEE REPORTS

No Reports.

Interim Director Duff will look into information on a RAILS Representative from the Library.

12. UNFINISHED BUSINESS

A. Digital Media Lab Policy

Trustee Burger moved:

“TO APPROVE THE DIGITAL MEDIA LAB POLICY WITH AN EFFECTIVE DATE OF 10/11 AND TO INCLUDE THE CHANGES OUTLINED.”

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

AYES: 6 Blank, Burger, Caudill, Shaw, Stachowiak, Whiting

ABSENT: 1 Jackson

B. Privacy and Confidentiality Policy

Trustee Blank moved:

“TO APPROVE THE PRIVACY AND CONFIDENTIALITY POLICY WITH A REVIEWED AND REVISED DATE OF 10/11.”

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

AYES: 6 Blank, Burger, Caudill, Shaw, Stachowiak, Whiting

ABSENT: 1 Jackson

13. NEW BUSINESS

B. Resolution Determining Amount of Money Necessary To Be Raised By Taxation for 2012/2013 Fiscal Year

Trustee Caudill moved:

“TO APPROVE RESOLUTION NO. 11-10-A DETERMINING AMOUNT OF MONEY NECESSARY TO BE RAISED BY TAXATION FOR THE 2012/2013 FISCAL YEAR.”

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

AYES: 6 Blank, Burger, Caudill, Shaw, Stachowiak, Whiting

ABSENT: 1 Jackson

C. Food for Fines

Trustee Burger moved:

“TO APPROVE THE FOOD FOR FINES.”

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

AYES: 6 Blank, Burger, Caudill, Shaw, Stachowiak, Whiting

ABSENT: 1 Jackson

D. Meeting Room Policy

Meeting Room Policy to be further discussed at the November meeting.

14. INFORMATIONAL ITEMS

None.

15. PUBLIC FORUM

Resident requested purchase of a book.

16. EXECUTIVE SESSION FOR THE REVIEW OF CLOSED MEETING MINUTES and TAPES under 5 ILCS 120/2(c)(21) and for THE DISCUSSION OF PERSONNEL MATTERS 5 ILCS 120/2(c)(1)

None.

17. ADJOURNMENT

President Shaw moved:

“TO ADJOURN AT 8:37 P.M.”

Trustee Burger seconded the motion and it was unanimously agreed by all Trustees present.

Cindy Blank, Secretary

Approved at the next Regular Meeting of November 15, 2011

John Shaw, President