

**ELA AREA PUBLIC LIBRARY DISTRICT
BOARD OF TRUSTEES
Regular Meeting
November 15, 2016**

1. REGULAR MEETING - CALL TO ORDER

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

2. ROLL CALL

Trustees physically present: Blank, Caudill, Dewey, Rossow, Stamoolis, Stoval

Trustees absent: Hafez

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

Guest present: Ken Herdeman of Ehlers Investment Partners, S. Harrod, K. Fuller

3. PUBLIC COMMENT

Mr. Harrod had questions for the Trustees about the 2017/2018 Tax Levy.

Mr. Fuller introduced himself as a candidate for the Library's Board openings.

4. ADJUSTMENTS TO THE AGENDA

To move **13. A. Discussion of the Library's Investment Advisory Agreement with Ehlers Investment Partners, including a Presentation by Ken Herdeman from Ehlers** to after **8. A. Treasurer's Report**.

5. CONSENT AGENDA

A. Approval of the Minutes of the Regular Meeting 10/18/16 (Document)

Trustee Caudill moved:

"TO APPROVE THE CONSENT AGENDA AS PRESENTED."

Trustee Dewey seconded the motion and it carried on a unanimous voice vote with an abstention from Trustee Rossow.

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

None.

7. TRUSTEE REPORTS/COMMENTS

- Trustee Caudill reminded the other trustees of the Legislative Breakfast being held on February 20, 2017.
- IL Library Trustee Forum workshop will be held on February 18, 2017.
- Trustee Caudill attended the quarterly Trustee Forum meeting.
- President Blank gave the Trustees a handout of her notes from the ILA conference she had attended.

8. TREASURER’S REPORT

A. October 2016

Trustee Caudill moved:

“TO APPROVE THE OCTOBER 2016 EXPENDITURES AS AUTHORIZED WITH THE BALANCE OF THE REPORT TO BE FILED FOR AUDIT.”

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

AYES (6): Blank, Caudill, Dewey, Rossow, Stamoolis, Stoval

ABSENT (1): Hafez

13. UNFINISHED BUSINESS

A. Discussion of the Library’s Investment Advisory Agreement with Ehlers Investment Partners, including a Presentation by Ken Herdeman from Ehlers

Ken Herdeman of Ehlers Investment Partners presented and discussed the Library’s Investment Advisory Agreement with the Board.

Trustee Caudill moved:

“TO APPROVE THE INVESTMENT ADVISORY AGREEMENT WITH EHLERS INVESTMENT PARTNERS THEY PRESENTED TO US IN A LETTER DATED SEPTEMBER 19, 2016.”

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

AYES (6): Blank, Caudill, Dewey, Rossow, Stamoolis, Stoval

ABSENT (1): Hafez

9. CORRESPONDENCE AND COMMUNICATIONS

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

10. EXECUTIVE DIRECTOR’S REPORT

- Executive Director Womack discussed the Library dashboard.
- Health insurance rates were discussed.
- The Board asked Executive Director Womack to reach out to 3-4 top legal providers and have them send a proposal before the January meeting.
- Executive Director Womack was a speaker at Middle School North for career day, and at the Skokie Library for No Late Fees Day.
- The Library Journal gave our Library a rating of 4 stars.
- Executive Director Womack informed the Board about a Village discussion of some type of development at the former Kmart site and a TIF being created for it. More information will be provided when it’s available.

11. STANDING COMMITTEE REPORTS

None.

12. SPECIAL COMMITTEE REPORTS

None.

13. UNFINISHED BUSINESS

Moved to after **8. TREASURER'S REPORT.**

14. NEW BUSINESS

A. Approve Ordinance No. 16-11-01 Ordinance Levying Taxes for Library Purposes for the Fiscal Year 2017/2018 for the Ela Area Public Library District, Lake County, Illinois

Trustee Stamoolis moved:

“TO APPROVE ORDINANCE NO. 16-11-01 AN ORDINANCE LEVYING TAXES FOR LIBRARY PURPOSES FOR THE FISCAL YEAR 2017/2018 FOR THE ELA AREA PUBLIC LIBRARY DISTRICT, LAKE COUNTY, ILLINOIS AS PRESENTED.”

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

AYES (6): Blank, Caudill, Dewey, Rossow, Stamoolis, Stoval

ABSENT (1): Hafez

B. Collection Development Policy

Trustee Caudill moved:

“TO APPROVE THE COLLECTION DEVELOPMENT POLICY WITH A REVIEWED AND REVISED DATE OF 11/16 AS PRESENTED.”

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

C. Investment Policy

The Investment Policy will be updated and reviewed at the January meeting.

D. Approval of Trustee Expense Reports

Vice President Rossow moved:

“TO APPROVE PRESIDENT BLANK’S EXPENSE REPORT AS SUBMITTED.”

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

AYES (6): Caudill, Dewey, Rossow, Stamoolis, Stoval

ABSTAIN: (1) Blank

ABSENT (1): Hafez

E. Board Self-Evaluation

President Blank passed out a copy of last year’s Board Self-Evaluation spreadsheet. It was proposed to use the same form as last year and to take the time in December to fill it out and submit the results back to Executive Director Womack by December 17th. A meeting will be scheduled in January to compile the results and present them at the January and February Board meetings.

F. Building and Grounds Critical Issues

Vice President Rossow moved:

“TO APPROVE AN EXPENDITURE OF NO MORE THAN \$18,000 FOR PARKING LOT REPAIRS BEING BY ASPHALT RESTORATION INC.”

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

AYES (6): Blank, Caudill, Dewey, Rossow, Stamoolis, Stoval

ABSENT (1): Hafez

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 5 ILCS 120/2(c)(21)

None.

16. ADJOURNMENT

At 7:59 p.m. Trustee Stamoolis moved:

“TO ADJOURN”.

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

Kathy Caudill, Secretary

Approved at the next Regular Meeting of January 31, 2017

Cindy Blank, President