1. **TRUTH IN TAXATION HEARING**  
   **A. CALL TO ORDER**  
   President Caudill called the meeting to order at 6:00 p.m.  
   Trustees present: Black, Burger, Caudill, Shaw, Stachowiak, Washburn  
   Trustees absent: Whiting  
   Staff present: Executive Director Campe, Assistant Director Duff, G. Traudt,  
   **B. HEARING**  
   There were no members of the public present for the hearing.  
   **C. APPROVAL OF LEVY ORDINANCE**  
   Vice President Stachowiak motioned to:  
   “TO APPROVE ORDINANCE NO. 09-11-1, AN ORDINANCE LEVYING TAXES FOR LIBRARY PURPOSES FOR THE FISCAL YEAR 2009/2010.”  
   Trustee Shaw seconded the motion and it carried on a roll call vote.  
   **AYES:** 6 Black, Burger, Caudill, Shaw, Stachowiak, Washburn  
   **ABSENT:** 1 Whiting  
   **D. ADJOURNMENT**  
   At 6:02 p.m. the hearing was adjourned by a unanimous voice vote.

2. **REGULAR MEETING**

3. **CALL TO ORDER**  
   At 6:02 p.m. President Caudill called the Regular Meeting to order.  
   Trustees present: Black, Burger, Caudill, Shaw, Stachowiak, Washburn  
   Trustees absent: Whiting  
   Staff present: Executive Director Campe, Assistant Director Duff, G. Traudt,  
   Visitors Present: J. Tarbet

4. **ADJUSTMENTS TO THE AGENDA**  
   **B.** Move 5D. Approval of the Executive Session of the Personnel Committee Meeting Minutes 10/27/09 and 5G. Approval of the Executive Session of the Personnel Committee Meeting Minutes 11/03/09 to be addressed after the Public Forum.  
   **C.** Move 17. Public Forum to occur after the Informational Items on the Agenda.

5. **APPROVAL OF MINUTES**  
   **A.** Approval of the Minutes of the Regular Meeting 10/20/09.  
   Minutes were approved as presented by the full consent of the Board members present.  
   **B.** Approval of the Minutes of the Executive Session Meeting 10/20/09.  
   To be addressed at the January 2010 Board Meeting.  
   **C.** Approval of the Personnel Committee Meeting 10/27/09.  
   Minutes were approved, with minor amendments, by the full consent of the Board members present.
D. Approval of the Executive Session of the Personnel Committee Meeting 10/27/09.
   To be addressed during the Executive Session portion of the Board Meeting.

E. Approval of the Bylaws Committee Meeting 11/02/09.
   Minutes were approved, with minor amendments, by the full consent of the Board members present.

F. Approval of the Personnel Committee Meeting 11/03/09.
   Minutes were approved, with minor amendments, by the full consent of the Board members present.

G. Approval of the Executive Session of the Personnel Committee Meeting 11/03/09.
   To be addressed during the Executive Session part of the Board Meeting.

H. Approval of the Special Meeting 11/03/09.
   Minutes were approved as presented by the full consent of the Board members present.

6. PRESIDENT’S REPORT
   - Attended the summit discussing the futures of Illinois libraries.
   - NSLS has reduced their annual budget in light of reduced funding authorization from the state of Illinois. The NSLS banquet has been eliminated.

7. VICE PRESIDENT’S REPORT
   No Report.

8. SECRETARY’S REPORT
   No Report.

9. TREASURER’S REPORT
   A. NOVEMBER 2009
      Trustee Shaw moved:
      “TO APPROVE THE 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 Black, Burger, Caudill, Shaw, Stachowiak, Washburn
      ABSENT: 1 Whiting

10. CORRESPONDENCE FOLDER
    The Communications folder was made available for all trustees to review.

11. EXECUTIVE DIRECTOR’S REPORT
    Director Campe reviewed highlights of the Librarian’s Report.
    - The Library Journal Magazine named the Ela Area Public Library District as a four star library, one of 258 libraries in the country to be named as three, four or five star libraries.
    - IDOT has planted trees in front of the planned location for the Library’s new digital.
      With the permission of IDOT, they will be removed and replanted by our landscapers.
    - The Evening of Excellence is scheduled for January 23rd. Information will be sent to the Board.
    - Library circulation statistics are up 11% this month.
    - Digital book circulation is rising.

12. STANDING COMMITTEE REPORTS
    No Reports.
13. **SPECIAL COMMITTEE REPORTS**
   
   **B. NSLS: Report (Kathy Caudill)**
   Report given by President Caudill.
   
   **C. Friends of the Library: (Chris Stachowiak)**
   Report given by Vice President Stachowiak.
   
   **D. Bylaws Committee: Report**
   The Board reviewed the proposed changes to the bylaws, and will vote on the recommended bylaws changes at the January 2010 Board meeting. President Caudill will provide additional language for the bylaws regarding executive session.

14. **UNFINISHED BUSINESS**
None.

15. **NEW BUSINESS**

   **A. Ordinance/Resolution to Approve to the LIMRiCC Bylaws & Intergovernmental Agreements**
   Trustee Burger moved:
   
   “TO APPROVE THE ORDINANCE/RESOLUTION OF THE PROPOSED AMENDMENTS TO THE LIMRiCC BYLAWS & INTERGOVERNMENTAL AGREEMENTS AS DESCRIBED IN THE LETTER TO THE LIBRARY.”
   
   Trustee Shaw seconded the motion and it carried on a roll call vote.
   
   **AYES:** 6  Black, Burger, Caudill, Shaw, Stachowiak, Washburn
   
   **ABSTAIN:** 1  Whiting
   
   Trustee Whiting arrived at 6:37 p.m., during the discussion regarding Ordinance/Resolution to Approve the LIMRiCC Bylaws & Intergovernmental Agreements.

   **B. Unique Management Services**
   Trustee Washburn moved:
   
   “TO APPROVE A ONE YEAR AGREEMENT WITH UNIQUE MANAGEMENT SERVICES AT THE END OF OUR NO RISK TRIAL PERIOD ENDING 12/08/09 AND APPROVING A ONE TIME FEE OF $250 FOR CCS ONE TIME INCLUSION COST TO PARTICIPATE AND AN ANNUAL MAINTENANCE FEE OF $36.94.”
   
   Trustee Burger seconded the motion and it carried on a roll call vote.
   
   **AYES:** 7  Black, Burger, Caudill, Shaw, Stachowiak, Washburn, Whiting

   **C. Digital Sign Face**
   Trustee Whiting moved:
   
   “TO APPROVE DESIGN #1 WITH THE STAFF TO DETERMINE FINAL APPROVAL AS TO FONT, SPACING, TRANSLUCENCY, ETC. TO PROVIDE MAXIMUM READABILITY.”
   
   Trustee Washburn seconded the motion and it carried on a roll call vote.
   
   **AYES:** 4  Burger, Caudill, Washburn, Whiting
   
   **NAYS:** 3  Black, Shaw, Stachowiak

   **D. Digital Sign Policy**
   Trustee Burger moved:
   
   “TO APPROVE THE DIGITAL SIGN POLICY AS AMENDED.”
Trustee Shaw seconded the motion and it carried on a roll call vote.
AYES: 7 Black, Burger, Caudill, Shaw, Stachowiak, Washburn, Whiting

E. Stationery Concepts
Executive Director Campe will report to the Board at the January Board meeting with a list of costs and timeframe to get stationery printed with the new Library logo.

F. Executive Session Meeting Tapes
President Caudill moved:
“TO APPROVE THAT THE EXECUTIVE SESSION MEETING CD/TAPE WILL NOT LEAVE THE LIBRARY.”
Trustee Burger seconded the motion and it carried on a roll call vote.
AYES: 6 Burger, Caudill, Shaw, Stachowiak, Washburn, Whiting
NAYES: 1 Black

A recommendation was made by Trustee Whiting that the IT department and staff, provide the Board with information on aiding a backup of protection, for the January Board meeting.

President Caudill moved:
“TO AMEND THE ABOVE MOTION TO HAVE THE UNDERLYING INFORMATION ABOUT THE PROCEDURES FOR THE EXECUTIVE SESSION TAPES BE A PART OF THE BYLAWS.”
Trustee Whiting seconded the motion and it carried on a roll call vote.
AYES: 5 Burger, Caudill, Shaw, Washburn, Whiting
NAYES: 2 Black, Stachowiak

This will be reviewed at the January Board meeting and approved at the February Board meeting.

President Caudill moved:
“TO HAVE THE EXECUTIVE SESSION MEETING TAPES REMAIN IN THE ADMINISTRATIVE OFFICE AND THAT ANY TRUSTEE THAT WANT TO REVIEW THE MINUTES OR TAPES WOULD SET UP AN APPOINTMENT WITH THE DIRECTOR AND LISTEN TO THOSE TAPES IN THE BOARD ROOM.”
Trustee Burger seconded the motion and it carried on a roll call vote.
AYES: 6 Burger, Caudill, Shaw, Stachowiak, Washburn, Whiting
NAYES: 1 Black

G. Footnotes Update
Val Stern, Public Information Coordinator, gave an update on the printing and mail costs for Footnotes.

H. Ela Green Status
Assistant Director Duff reported on the Library’s Green Team activities and plans.

I. Truth in Taxation Ad
Executive Director Campe gave a report on the Truth and Taxation ad which was published in the Lake Zurich Courier, and her communication with the library’s attorneys regarding the statutory requirements.

J. Destination Ela Report
Executive Director Campe gave report on the status and estimated costs of Destination Ela. Handouts were provided for the Board.
K. Board Analysis
   Trustee Burger and Trustee Washburn will work together and prepare a Board analysis presentation for the January meeting.

   Review of this policy will be discussed at the January 2010 Board meeting.

16. INFORMATIONAL ITEMS
   - Trustee Shaw would like to have the library look into epay.

17. PUBLIC FORUM
   None.

18. EXECUTIVE SESSION FOR THE DISCUSSION OF PERSONNEL MATTERS
   5ILCS 120/2(C)(1)
   At 8:45 p.m. Trustee Shaw moved:
   “TO GO INTO EXECUTIVE SESSION FOR THE DISCUSSION OF PERSONNEL MATTERS PURSUANT TO 5ILCS 120/2(C)(1).
   Trustee Whiting seconded the motion and it carried on a roll call vote.
   AYES: 7 Black, Burger, Caudill, Shaw, Stachowiak, Washburn, Whiting

   At 9:13 p.m. President Caudill moved:
   “TO LEAVE EXECUTIVE SESSION AND RETURN TO GENERAL SESSION.”
   Trustee Burger seconded the motion and it carried on a roll call vote.
   AYES: 7 Black, Burger, Caudill, Shaw, Stachowiak, Washburn, Whiting

19. ADJOURNMENT
   At 9:16 p.m. the hearing was adjourned by a unanimous voice vote.