

**ELA AREA PUBLIC LIBRARY DISTRICT
BOARD OF TRUSTEES
Regular Meeting
November 17, 2015**

1. REGULAR MEETING - CALL TO ORDER

At **6:01** p.m. Vice President Rossow called the Regular Meeting to order.

2. ROLL CALL

Trustees physically present: Caudill, Hafez, Rossow, Stamoolis, Stoval

Trustees absent: Blank, Hall

Staff present: Executive Director Womack, Assistant Director Christianson,

Patti Paige – Head of Circulation, S. Hyson, S. Haase

Guests Present: S. Harrod

3. PUBLIC COMMENT

None.

4. ADJUSTMENTS TO THE AGENDA

To move **14. E. Department Updates/Overview by Patti Paige, Head of Circulation** to after **5. CONSENT AGENDA**.

5. CONSENT AGENDA

A. Approval of the Minutes of the Regular Meeting 10/20/15

With the unanimous consent of the trustees present, the minutes were approved as presented.

14. E. Department Updates/Overview by Patti Paige, Head of Circulation

An overview of the Circulation department was presented.

6. TRUSTEE REPORTS/COMMENTS

- A group of Trustees attended ILA and found it very educational.
- Vice President commented that our Library's 5 Star award, which has been three years in a row, is fantastic.

8. TREASURER'S REPORT

A. October 2015

Trustee Caudill moved:

“TO APPROVE THE OCTOBER 2015 EXPENDITURES AS AUTHORIZED WITH THE BALANCE OF THE REPORT TO BE FILED FOR AUDIT.”

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

AYES (5): Blank, Caudill, Rossow, Stamoolis, Stoval

ABSENT (2): Blank, Hall

9. CORRESPONDENCE AND COMMUNICATIONS

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

Mary Ann Hall has tendered her resignation from her Trustee position on the Board. There was a discussion amongst the Board regarding how to fill the position. The open Trustee position will be posted in the upcoming month.

10. EXECUTIVE DIRECTOR'S REPORT

A. October 2015

- The Library is close to the end of the renovation.
- Sections of a sidewalk up front of the Library is uneven for wheel chair accessibility. The project will cost less than \$5000 and will be fixed in the upcoming week depending on the weather.
- Executive Director Womack was a co-presenter at a panel at the 2015 ILA Annual Conference discussing elimination of fines.
- Executive Director Womack attended a presentation at Barrington Library regarding Blue Cloud visibility - Sirsi

11. STANDING COMMITTEE REPORTS

None.

12. SPECIAL COMMITTEE REPORTS

C. Ad-hoc Committee for Board Development

Executive Director Womack gave an update, and will follow up on outstanding evaluation responses.

13. UNFINISHED BUSINESS

None.

14. NEW BUSINESS

A. Approve Ordinance No. 15-11-01 Ordinance Levying Taxes for Library Purposed for the Fiscal Year 2016/2017 for the Ela Area Public Library District, Lake County, Illinois

Trustee Caudill moved:

“TO APPROVE ORDINANCE NO. 15-11-01 ORDINANCE LEVYING TAXES FOR LIBRARY PURPOSES FOR THE FISCAL YEAR 2016/2015 FOR THE ELA AREA PUBLIC LIBRARY DISTRICT, LAKE COUNTY, ILLINOIS.”

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

AYES (5): Blank, Caudill, Rossow, Stamoolis, Stoval

ABSENT (2): Blank, Hall

B. Per Capita Grant

Executive Director Womack discussed the Per Capita Grant requirements.

C. Building and Grounds Committees Recommendations for Building and Grounds Repairs

Trustee Caudill moved:

“TO APPROVE TO RATIFY THE BUILDING AND GROUNDS COMMITTEE’S RECOMMENDATION FOR THE BUILDING AND GROUNDS REPAIRS.”

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

AYES (5): Blank, Caudill, Rossow, Stamoolis, Stoval

ABSENT (2): Blank, Hall

D. Outdoor Digital Sign Policy

Trustee Caudill moved:

“TO APPROVE THE OUTDOOR DIGITAL SIGN POLICY WITH A REVIEWED DATE OF 11/15.”

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

F. Discussion of Statistics Dashboard

Executive Director Womack discussed and gave examples of a statistics dashboard.

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 5ILCS 120/2 (c)(21)

None.

A Holiday Party was discussed amongst the Trustees and Executive Director Womack. Trustee Hafez has spoken to a venue as to pricing and will get back to them with a date and time. The library will cover the costs of the Trustees attendance. Trustees will be responsible for the cost of their guests' meals. An invitation will be extended to senior Library staff.

16. ADJOURNMENT

At 7:04 p.m. Trustee Stamoolis moved:

“TO ADJOURN”.

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

Kathy Caudill, Secretary

Approved at the next Regular Meeting of January 19, 2016

Dennis Rossow, President Pro Tem