1. **REGULAR MEETING - CALL TO ORDER**
   At 6:03 p.m. President Blank called the Regular Meeting to order.

2. **A. ROLL CALL**
   Trustees physically present: Blank, Caudill, Corzine, Fuller, Malohn, Stamoolis, Stanonik
   Staff present: Executive Director Womack, Assistant Director Christianson, S. Hyson, S. Haase
   Guest present: S. Harrod

3. **PUBLIC COMMENT**
   Executive Director Womack explained and answered questions Mr. Harrod had about the Ordinance levying taxes for the Library. Mr. Harrod complimented our Library and Board of Trustees.

4. **ADJUSTMENTS TO THE AGENDA**
   None.

5. **CONSENT AGENDA**
   A. Approval of the Minutes of the Regular Meeting October 17, 2017
   B. Approval of the Minutes of the Closed Session October 17, 2017
   C. Approval of the Minutes of the Special Meeting October 19, 2017
   D. Approval of the Minutes of the Executive Director Review Subcommittee of the Personnel Committee Meeting November 13, 2017
   Trustee Stamoolis moved:
   Trustee Fuller seconded the motion and it carried on a unanimous voice vote.

6. **APPROVAL OF ITEMS MOVED FROM THE CONSENT AGENDA**
   Trustee Stamoolis moved:
   Trustee Malohn seconded the motion and it carried on a unanimous voice vote.
7. **TRUSTEE REPORTS/COMMENTS**  
Trustee Stamoolis mentioned that he and his wife were very touched to overhear a preschooler say “that’s my Library.”  
President Blank thought the Library’s department videos were awesome.  
President Blank mentioned a thought about doing videos on Facebook promoting the Library’s’ programs.  
Trustee Stanonik highly complimented the Library’s Outreach Department.

8. **TREASURER’S REPORT**  
A. **October 2017**  
Trustee Caudill moved:  
“**TO APPROVE THE OCTOBER 2017 EXPENDITURES AS AUTHORIZED WITH THE BALANCE OF THE REPORT TO BE FILED FOR AUDIT.**”  
Vice President Corzine seconded the motion and it carried on a unanimous roll call vote.  
AYES (7): Blank, Caudill, Corzine, Fuller, Malohn, Stamoolis, Stanonik

9. **CORRESPONDENCE AND COMMUNICATIONS**  
The Communications folder was made available for all Trustees physically present to review.

10. **EXECUTIVE DIRECTOR’S REPORT**  
- A small portion of money from the Technology & Service Pilots budget line will used to purchase items for a new service to readers.  
- The 2017-2018 Action Plan and the Ordinance Levying Taxes for the Library will be discussed later in the meeting.  
- A Bill has recently been passed about sexual harassment. The Library will be looking over its personnel handbook to make sure everything has been addressed.  
- Executive Director Womack was reviewing the Per Capita Grant requirements for the year, and one of the requirements is for a Trustee to participate, attend or view a training on security. The staff training video will be sent to the Trustees to watch.

11. **STANDING COMMITTEE REPORTS**  
None.

12. **SPECIAL COMMITTEE REPORTS**  
None.

13. **UNFINISHED BUSINESS**  
None.
14. **NEW BUSINESS**

A. Approve Ordinance No. 17-11-01 Ordinance Levying Taxes for Library Purposes for the Fiscal Year 2018/2019 for the Ela Area Public Library District, Lake County, Illinois

Trustee Caudill moved:

“TO APPROVE ORDINANCE NO. 17-11-01 ORDINANCE LEVYING TAXES FOR LIBRARY PURPOSES FOR THE FISCAL YEAR 2018/2019 FOR THE ELA AREA PUBLIC LIBRARY DISTRICT, LAKE COUNTY, ILLINOIS.”

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

AYES (7): Blank, Caudill, Corzine, Fuller, Malohn, Stamoolis, Stanonik

B. Approval of Bids for Renovation and Repair Work in the Children’s Department

Trustee Fuller moved:

“TO ACCEPT THE BIDDING FOR THE RENOVATION AND CONSTRUCTION IN THE CHILDREN’S DEPARTMENT IN THE AMOUNTS OF $256,363.00 FOR CONSTRUCTION COSTS AND $355,213.00 FOR THE TOTAL PROJECT COST.”

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

AYES (7): Blank, Caudill, Corzine, Fuller, Malohn, Stamoolis, Stanonik

C. Executive Director Review Process

Trustee Caudill moved:

“TO APPROVE THE RECOMMENDATION BY THE EXECUTIVE DIRECTOR SUBCOMMITTEE TO ADOPT THE EDR EVALUATION PROCESS AS PRESENTED.”

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

AYES (7): Blank, Caudill, Corzine, Fuller, Malohn, Stamoolis, Stanonik

D. Discussion of the 2017-2018 Action Plan

Trustee Fuller moved:

“TO APPROVE THE 2017-2018 ACTION PLAN AS PRESENTED AND DISCUSSED.”

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

AYES (7): Blank, Caudill, Corzine, Fuller, Malohn, Stamoolis, Stanonik

E. Discussion of Legal Representation for the Library District

No action taken. Discussions and visits from possible attorneys for the Library’s legal representation will take place at the January, February and March Board meetings.

F. Board Self-Evaluation

President Blank discussed the Board Self-Evaluation spreadsheet. It was proposed to use the same format as last year and to fill it out and submit the results by December 18th.
G. Approval of Trustee Expense Reports
None.

H. Building and Grounds Critical Issues
None.

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

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

At 8:13 p.m. Trustee Caudill moved:
“TO MOVE INTO EXECUTIVE SESSION FOR 15. B. EXECUTIVE SESSION FOR THE DISCUSSION OF PENDING, PROBABLY, OR IMMINENT LITIGATION AS ALLOWED BY 5 ILCS 120/2(c)(11).”
Trustee Stamoolis seconded the motion and it carried on a unanimous roll call vote.
AYES (7): Blank, Caudill, Corzine, Fuller, Malohn, Stamoolis, Stanonik

C. EXECUTIVE SESSION FOR THE DISCUSSION OF EXECUTIVE SESSION MINUTES AS ALLOWED BY 5 ILCS 120/2(c)(21)

At 8:25 p.m., President Blank called the Regular Meeting back to order noting the presence of the following:
Trustees Present (7): Blank, Caudill, Corzine, Fuller, Malohn, Stamoolis, Stanonik and Executive Director Womack

16. ADJOURNMENT
At 8:26 p.m. Trustee Fuller moved:
“TO ADJOURN”.
Trustee Stanonik seconded the motion and it carried on a unanimous voice vote.

________________________________________________________
Kathy Caudill, Secretary

Approved at the next Regular Meeting of January 16, 2018

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Cindy Blank, President