

**ELA AREA PUBLIC LIBRARY DISTRICT  
BOARD OF TRUSTEES  
Regular Meeting  
April 17, 2018**

**1. REGULAR MEETING - CALL TO ORDER**

At 6:02 p.m. President Blank called the Regular Meeting to order.

**2. ROLL CALL**

Trustees physically present: Blank, Caudill, Corzine, Fuller, Malohn, Stamoolis, Stanonik

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

Guests present: S. Harrod

**3. PUBLIC COMMENT**

Mr. Harrod mentioned he will have to enable cookies to use the Library's new catalog system.

**4. ADJUSTMENTS TO THE AGENDA**

To move **14. A. Semi-Annual Review of all Executive Session Minutes** to before **15. A. EXECUTIVE SESSION FOR THE DISCUSSION OF PERSONNEL MATTERS 5ILCS 120/2(c)(1)**.

**5. CONSENT AGENDA**

**A. Approval of the Minutes of the Regular Meeting March 20, 2018**

**B. Approval of the Minutes of the Closed Meeting March 20, 2018**

**C. Approval of the Minutes for the Ad hoc Dashboard Committee Meeting April 10, 2018**

Trustee Stamoolis moved:

**"TO APPROVE THE CONSENT AGENDA AS AMENDED."**

Vice President Corzine seconded the motion and it carried on a unanimous voice vote of all Trustees present.

**6. APPROVAL OF ITEMS MOVED FROM THE CONSENT AGENDA**

None.

**7. TRUSTEE REPORTS/COMMENTS**

Trustee Caudill enjoyed the March episode of the Three Books podcast which featured Veronda Pitchford of RAILS.

Trustee Stanonik enjoyed the Climate Change program she attended at the Library.

**8. TREASURER’S REPORT**

**A. MARCH 2018**

Trustee Caudill moved:

**“TO APPROVE THE MARCH 2018 EXPENDITURES AS AUTHORIZED WITH THE BALANCE OF THE REPORTS TO BE FILED FOR AUDIT.”**

Vice President Corzine seconded the motion and it carried on a unanimous roll call vote of all Trustees present.

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**

- Migration to the Library’s Polaris catalog system went live on Tuesday April 17<sup>th</sup>. There are a few connections to fix but otherwise the launch to go live went well.
- The Reference Department has been collecting data for the study room statistics.
- The schedule for the Library parking lot project has been set. The Board will review and approve the contracts at the July Board meeting.
- The Action Plan was briefly discussed.
- Executive Director Womack discussed the Per Capita grant. A \$26,000 Per Capita check was received and the Library has been awarded a Per Capita grant of \$43,000 for next year.
- The Executive Director shared with the Board suggestions from patron comment cards.
- Users of the library’s FAN CLUB service have been advised that this service is no longer being offered.
- The Executive Director has been asked to join the Board for the Foglia YMCA. The YMCA has advised that they would waive the typical board member fundraising expectations, and as a result the Board advised that they had no objection to this board service.

**11. STANDING COMMITTEE REPORTS**

None.

**12. SPECIAL COMMITTEE REPORTS**

**A. Ad hoc Statistics Dashboard Committee**

The Ad hoc Statistics Dashboard committee meeting went well. The Committee’s suggestions, and review of proposed components of the Dashboard were discussed.

**13. UNFINISHED BUSINESS**

None.

**14. NEW BUSINESS**

**B. Discussion of Options for the District’s Legal Representation**

A discussion of the two law firms that were interviewed took place amongst the Board members and Executive Director Womack.

**C. Overview of Budget Process & Timeline**

Executive Director Womack and Assistant Director Christianson talked about the Budget Process and Timeline. A Finance Committee meeting has been scheduled for May 1, 2018 at 6:00 p.m. All board members are encouraged to attend this committee meeting if possible.

**D. Approval of Trustee Expense Reports**

None.

**E. Building and Grounds Critical Issues**

None.

**14. A. Semi-Annual Review of all Executive Session Minutes**

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

**“TO MOVE INTO EXECUTIVE SESSION FOR THE DISCUSSION OF PENDING, PROBABLE, OR IMMINENT LITIGATION AS ALLOWED BY 5 ILCS 120/2(c)(11) and FOR THE DISCUSSION OF EXECUTIVE SESSION MINUTES AS ALLOWED BY 5 ILCS 120/2(c)(21).”**

Trustee Fuller seconded the motion and it carried on a unanimous roll call vote of all Trustees present.

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

Also present: Executive Director Matt Womack

**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)**

Discussed in Executive Session.

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

Discussed in Executive Session.

At 8:38 p.m., President Blank called the Regular Meeting back to order noting the presence of the following Board members:

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

Also present: Executive Director Matt Womack

Trustee Malohn moved:

**“TO KEEP ALL EXECUTIVE SESSION MINUTES CLOSED.”**

Vice President Corzine seconded the motion and it carried on a unanimous roll call vote of all Trustees present.

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

Trustee Malohn moved:

**“WITH APPROVED MINUTES PROPERLY MEMORIALIZED AND PREVIOUSLY APPROVED BY THE BOARD, I MOVE THAT WE DELETE THE VERBATIM RECORDINGS OF THE FOLLOWING CLOSED SESSIONS:**

**February 1, 2016;  
February 8, 2016;  
March 15, 2016;  
April 19, 2016;  
April 25, 2016;  
June 21, 2016; and  
July 19, 2016.**

Trustee Caudill seconded the motion and it carried on a unanimous roll call vote of all Trustees present.

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

**16. ADJOURNMENT**

At 8:40 p.m. Trustee Fuller moved:

**“TO ADJOURN”.**

Trustee Stanonik seconded the motion and it carried on a unanimous voice vote of Trustees present.

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**Kathy Caudill, Secretary**

**Approved at the next Regular Meeting of May 15, 2018**

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**Cindy Blank, President**