

**ELA AREA PUBLIC LIBRARY DISTRICT  
BOARD OF TRUSTEES  
Regular Meeting  
May 15, 2018**

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

At 6:00 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**

S. Harrod shared questions and comments with the Board.

**4. ADJUSTMENTS TO THE AGENDA**

None.

**5. CONSENT AGENDA**

**A. Approval of the Minutes of the Regular Meeting April 17, 2018**

**B. Approval of the Minutes of the Executive Session April 17, 2018**

**C. Approval of the Minutes of the Finance Committee meeting of May 1, 2018**

Trustee Stamoolis moved:

**“TO APPROVE ITEMS B. APPROVAL OF THE MINUTES OF THE EXECUTIVE SESSION APRIL 17, 2018 AND C. APPROVAL OF THE MINUTES OF THE FINANCE COMMITTEE MEETING OF MAY 1, 2018 OF THE CONSENT AGENDA AS PRESENTED.”**

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

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

Trustee Caudill moved:

**“TO APPROVE CONSENT AGENDA ITEM A. APPROVAL OF THE MINUTES OF THE REGULAR MEETING APRIL 17, 2018 AS AMENDED.”**

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

**7. TRUSTEE REPORTS/COMMENTS**

Trustee Stanonik is looking forward to reading Natalie Ziarnik’s (Head of Children’s department) children’s book when it becomes available.  
President Blank has been listening to the podcast and has checked out some of the books.  
Vice President Corzine would like to see more publicity for the podcast.  
Trustee Caudill is hosting the Executive Trustee Forum at our Library on May 19, 2018.  
Trustee Fuller commented that the outdoor sign is not working.

**8. TREASURER’S REPORT**

**A. APRIL 2018**

Trustee Caudill moved:

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

Trustee Malohn 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**

- The last of the furniture for the Children’s area has been received and the folly should be installed the week of May 14<sup>th</sup>.
- Christy Wagner, Outreach Coordinator had the honor of being asked to be one of a select few asked to speak to the sales team of Cengage/Thorndike in Detroit about the success of their large print books. Christy has been using their large print for Senior book discussions.
- Executive Director Womack will discuss the changes to the salary structure at the June meeting.
- Executive Director Womack spoke to the Library’s Auditor about the bond fund and the special reserve transfer.
- Executive Director Womack spoke about the study rooms’ statistical data collected by the Reference department.

**11. STANDING COMMITTEE REPORTS**

**B. Finance Committee: Report**

Will be discussed in **14. A. Discussion of FY2018-2019 Working Budget**

**12. SPECIAL COMMITTEE REPORTS**

None.

**13. UNFINISHED BUSINESS**

None.

**14. NEW BUSINESS**

**A. Discussion of FY2018-2019 Working Budget**

The proposed working budget for FY 2018/2019 was previously reviewed by the Trustees, and updates were presented at this meeting. The final proposed working budget will be presented for the Board's approval at the June meeting.

**B. Digital Media Lab Policy**

Trustee Caudill moved:

**“TO APPROVE THE DIGITAL MEDIA LAB POLICY AS REVIEWED AND REVISED ON 5/2018 WITH THE REMOVAL OF THE LINE ABOUT THE USER AGREEMENT FORM AND THE ADDITION REGARDING TUTORIALS AND DIGITAL MEDIA.”**

Trustee Stamoolis 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

**C. Discussion of Parking Lot Repair Project**

Trustee Caudill moved:

**“TO AUTHORIZE EXECUTIVE DIRECTOR WOMACK TO ENTER INTO AN EXPENDITURES AGREEMENT WITH ERIKSSON ENGINEERING FOR SOIL BORINGS AND CORE SAMPLES IN AN AMOUNT NOT TO EXCEED \$35,000.”**

Trustee Stamoolis 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

A 5 minute break was taken.

**D. Discussion of Statistics and Potential Dashboard Elements**

The Board discussed format and possible items to include in the statistical dashboard.

**E. Approval of Trustee Expense Reports**

None.

**F. Building and Grounds Critical Issues**

None.

**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 9:01 p.m. Trustee Malohn moved:

**“TO ADJOURN”.**

Trustee Fuller 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 June 19, 2018**

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**Cindy Blank, President**