ELA AREA PUBLIC LIBRARY DISTRICT
BOARD OF TRUSTEES
Regular Meeting
May 17, 2016

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, Dewey, Rossow, Stamoolis, Stoval
Trustees absent: Hafez
Staff present: Executive Director Womack, Assistant Director Christianson,
S. Hyson, S. Haase
Guests Present: Chris Holly from CCS, S. Harrod

3. PUBLIC COMMENT
Mr. Harrod had questions and comments about the Library’s Privacy and Confidentiality policy.

4. ADJUSTMENTS TO THE AGENDA
To move 14. A. Chris Holly from CCS to Discuss CCS Vision and Strategic Planning Status to after 4. ADJUSTMENTS TO THE AGENDA.

14. A. Chris Holly from CCS to Discuss CCS Vision and Strategic Planning Status
Chris Holly discussed and answered questions from the Trustees about the CCS vision and strategic planning status.

5. CONSENT AGENDA
A. Approval of the Minutes of the Regular Meeting 4/19/16 (Document)
B. Approval of the Executive Session Minutes 3/15/16
C. Approval of the Minutes of the Executive Director Review Subcommittee of the Personnel Committee 2/22/16
D. Approval of the Executive Session Minutes of the Executive Director Review Subcommittee of the Personnel Committee 2/22/16
E. Approval of the Minutes of the Executive Director Review Subcommittee of the Personnel Committee 4/25/16
F. Approval of the Executive Session Minutes of the Executive Director Review Subcommittee of the Personnel Committee 4/25/16

Moved entire CONSENT AGENDA to 7. APPROVAL OF MINUTES OF LAST MEETING AS REVIEWED OR CORRECTED.
6. TRUSTEE REPORTS/COMMENTS
Trustee Caudill thanked all for their thoughts and prayers at the time of her father’s passing away.

7. APPROVAL OF MINUTES OF LAST MEETING AS REVIEWED OR CORRECTED
A. Approval of the Minutes of the Regular Meeting 4/19/16 (Document)
   Trustee Stoval moved:
   “TO APPROVE THE MINUTES OF THE REGULAR MEETING 4/19/16 AS PRESENTED.”
   Vice President Rossow seconded the motion and it carried on a voice vote with one abstention.

B. Approval of the Executive Session Minutes 3/15/16
   Moved to the June meeting.

C. Approval of the Minutes of the Executive Director Review Subcommittee of the Personnel Committee 2/22/16
   Moved to the June meeting.

D. Approval of the Executive Session Minutes of the Executive Director Review Subcommittee of the Personnel Committee 2/22/16
   Minutes deleted – no closed session.

E. Approval of the Minutes of the Executive Director Review Subcommittee of the Personnel Committee 4/25/16
   Trustee Dewey moved:
   “TO APPROVE THE MINUTES OF THE EXECUTIVE DIRECTOR REVIEW SUBCOMMITTEE OF THE PERSONNEL COMMITTEE 4/25/16 AS PRESENTED.”
   Trustee Stoval seconded the motion and it carried on a voice vote with one abstention.

F. Approval of the Executive Session Minutes of the Executive Director Review Subcommittee of the Personnel Committee 4/25/16
   Trustee Stoval moved:
   “TO APPROVE THE EXECUTIVE SESSION MINUTES OF THE EXECUTIVE DIRECTOR REVIEW SUBCOMMITTEE OF THE PERSONNEL COMMITTEE 4/25/16 WITH CORRECTIONS.”
   Vice President Rossow seconded the motion and it carried on a voice vote with one abstention.
8. **TREASURER’S REPORT**
   A. **April 2016**
      Trustee Dewey moved:
      “**TO APPROVE THE APRIL 2016 EXPENDITURES AS AUTHORIZED WITH THE BALANCE OF THE REPORT TO BE FILED FOR AUDIT.**”
      Trustee Caudill seconded the motion and it carried on a unanimous roll call vote.
      AYES (6): Blank, Caudill, Dewey, Rossow, Stamoolis, Stoval
      ABSENT (1): Hafez

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

10. **EXECUTIVE DIRECTOR’S REPORT**
   - New furniture for the Popular Materials area is in and set up.
   - New chairs are in the Passport area.
   - New chairs are on order for staff and public computers.
   - Outdoor furniture should be arriving during the second half of June.
   - Executive Director gave the Board a prototype copy of the dashboard, and a discussion took place amongst the Trustees about the content and format of the dashboard.

11. **STANDING COMMITTEE REPORTS**
    None.

12. **SPECIAL COMMITTEE REPORTS**
    None.

13. **UNFINISHED BUSINESS**
    A. **Privacy and Confidentiality Policy**
       Moved to the June agenda.

14. **NEW BUSINESS**
    B. **Discussion of Working Budget FY2016/2017**
       The proposed working budget for FY 2016/2017 was presented at the meeting. The final working budget will be presented for the Board’s approval at the June meeting.
    C. **Building and Grounds Critical Issues – Facilities Study Proposal**
       Trustee Stamoolis moved:
       “**TO APPROVE TO ENGAGE ENGBERG ANDERSON ARCHITECTS FOR FACILITIES ASSESSMENT SERVICES NOT TO EXCEED $20,000 PER THEIR APRIL 28, 2016 PROPOSAL WITH A LIBRARY DIRECT PAYMENT OF CONSULTANTS OPTION.**”
       Vice President Rossow seconded the motion and it carried on a unanimous roll call vote.
       AYES (6): Blank, Caudill, Dewey, Rossow, Stamoolis, Stoval
       ABSENT (1): Hafez
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 8:15 p.m. the meeting was adjourned by the unanimous consent of all trustees present.

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Kathy Caudill, Secretary

Approved at the next Regular Meeting of June 21, 2016

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Cindy Blank, President