

**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**