

**ELA AREA PUBLIC LIBRARY DISTRICT
BOARD OF TRUSTEES
Regular Meeting
June 19, 2018**

1. REGULAR MEETING - CALL TO ORDER

At 6:04 p.m. President Blank called the Regular Meeting to order.

2. ROLL CALL

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

Trustees absent: Malohn

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

3. PUBLIC COMMENT

None.

4. ADJUSTMENTS TO THE AGENDA

None.

5. CONSENT AGENDA

A. Approval of the Minutes of the Regular Meeting May 15, 2018

Trustee Stamoolis moved:

**“TO APPROVE THE MINUTES OF THE REGULAR MEETING MAY 15,
2018 OF THE CONSENT AGENDA AS PRESENTED.”**

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 Stanonik went with the Outreach Department to Mt. St. Joseph’s and talked about
her fulfilling and impactful outreach experience.

Trustee Stamoolis took a cousin of his on a tour of our Library.

President Blank received a letter from a local author who asked if her book can be moved
to the Fiction section. The Popular Materials department will place it in the New Fiction
section.

Trustee Caudill held the May Illinois Trustee Forum meeting at the Library. She thanked
Executive Director Womack for giving them a tour of our Library.

8. TREASURER’S REPORT

A. MAY 2018

Trustee Caudill moved:

“TO APPROVE THE MAY 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 (6): Blank, Caudill, Corzine, Fuller, Stamoolis, Stanonik

ABSENT (1): Malohn

9. CORRESPONDENCE AND COMMUNICATIONS

The Communications folder was made available for all Trustees physically present to review.

10. EXECUTIVE DIRECTOR’S REPORT

- A French magazine featured a picture of our maker space on their cover.
- Executive Director Womack gave the Trustees a button promoting the 3 Books Podcast.
- A plan is in place starting in July to hire a Spanish speaking language assistant for the library.
- Executive Director Womack will present more information on the dashboard at the July meeting.
- All work for the children’s program room renovation project has been completed.
- Communico’s software will be running live for patrons in December 2018.

11. STANDING COMMITTEE REPORTS

None.

12. SPECIAL COMMITTEE REPORTS

None.

13. UNFINISHED BUSINESS

A. Second Discussion of FY 2018/2019 Working Budget

Trustee Caudill moved:

“TO APPROVE THE PROPOSED WORKING BUDGET FOR THE FISCAL YEAR 2018-2019.”

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

AYES (6): Blank, Caudill, Corzine, Fuller, Stamoolis, Stanonik

ABSENT (1): Malohn

14. NEW BUSINESS

A. Prevailing Wage Ordinance 18-06-01

Trustee Caudill moved:

“TO APPROVE ORDINANCE NO. 18-06-01 AN ORDINANCE ADOPTING PREVAILING WAGE RATES TO BE PAID TO LABORERS, MECHANICS AND OTHER WORKERS PERFORMING CONSTRUCTION OF PUBLIC WORKS FOR THE ELA AREA PUBLIC LIBRARY DISTRICT LAKE COUNTY WITH THE AMENDMENTS OF LAKE COUNTY AND SEPTEMBER 1, 2017.”

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

AYES (6): Blank, Caudill, Corzine, Fuller, Stamoolis, Stanonik

ABSENT (1): Malohn

B. Building Site and Maintenance Levy Ordinance 18-06-2

Trustee Caudill moved:

“TO APPROVE ORDINANCE NO. 18-06-02 AN ORDINANCE DETERMINING TO LEVY AND ADDITIONAL TAX OF .02 PERCENT OF THE VALUE OF ALL TAXABLE PROPERTY IN THE DISTRICT FOR THE PURCHASE OF SITES AND BUILDINGS, THE CONSTRUCTION AND EQUIPMENT OF BUILDINGS, THE RENTAL OF BUILDINGS REQUIRED FOR LIBRARY PURPOSES, AND MAINTENANCE, REPAIRS, AND ALTERATIONS OF LIBRARY BUILDING AND EQUIPMENT FOR THE FISCAL YEAR 2018/2019.”

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

AYES (6): Blank, Caudill, Corzine, Fuller, Stamoolis, Stanonik

ABSENT (1): Malohn

C. Ordinance Authorizing Transfer of Funds to Special Reserve Fund 18-06-03

Trustee Stamoolis moved:

“TO APPROVE ORDINANCE NO. 18-06-03 AN ORDINANCE AUTHORIZING TRANSFER OF FUNDS TO SPECIAL RESERVE FUND.”

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

AYES (6): Blank, Caudill, Corzine, Fuller, Stamoolis, Stanonik

ABSENT (1): Malohn

D. Social Media Policy

Trustee Caudill moved:

“TO APPROVE THE SOCIAL MEDIA POLICY WITH A REVIEWED AND REVISED DATE OF 06/18 AND WITH THE AMENDMENT ON PAGE 5 TO READ: THE LIBRARY BOARD ESTABLISHES A SOCIAL MEDIA COMMITTEE AND AUTHORIZES THE EXECUTIVE DIRECTOR TO APPOINT ITS MEMBERS. THE COMMITTEE APPROVES, ESTABLISHES AND MANAGES ANY SOCIAL MEDIA USE BY THE LIBRARY OR ANY LIBRARY.”

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

AYES (6): Blank, Caudill, Corzine, Fuller, Stamoolis, Stanonik

ABSENT (1): Malohn

E. Staff Use of Electronic Resources

Trustee Caudill moved:

“TO APPROVE THE STAFF USAGE OF LIBRARY ELECTRONIC AND COMMUNICATION SYSTEMS POLICY WITH A REVIEWED AND REVISED DATE OF 06/18 AND THE CORRECTION OF THE WORD PROVIDES TO PROVIDED.”

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

AYES (6): Blank, Caudill, Corzine, Fuller, Stamoolis, Stanonik

ABSENT (1): Malohn

F. Updated Salary Grades

Trustee Stamoolis moved:

“TO APPROVE THE UPDATED SALARY GRADES EFFECTIVE JULY 1, 2018.”

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

AYES (6): Blank, Caudill, Corzine, Fuller, Stamoolis, Stanonik

ABSENT (1): Malohn

G. Participation in Illinois non-resident library card program

Trustee Caudill moved:

“TO OPT OUT OF THE PARTICIPATION IN THE ILLINOIS NON-RESIDENT LIBRARY CARD PROGRAM.”

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

AYES (6): Blank, Caudill, Corzine, Fuller, Stamoolis, Stanonik

ABSENT (1): Malohn

H. Review of public documents for a patron who was banned in 2017

The Board members and Executive Director reviewed the ban, and opted for no additional action to be taken.

I. Approval of Trustee Expense Reports

None.

J. Building and Grounds Critical Issues

1. Parking Lot Repair Project

No updated information at this time.

2. Other 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 8:11 p.m. Trustee Caudill moved:

“TO ADJOURN”.

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

Kathy Caudill, Secretary

Approved at the next Regular Meeting of July 17, 2018

Cindy Blank, President