

**ELA AREA PUBLIC LIBRARY DISTRICT  
BOARD OF TRUSTEES  
Regular Meeting  
June 20, 2017**

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

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

**2. INSTALLATION OF NEW TRUSTEES (OATH OF OFFICE)**

Trustee E. Corzine was sworn in on June 9, 2017.

**3. ROLL CALL**

Trustees physically present: Blank, Corzine, Fuller, Stamoolis

Trustees absent: Caudill

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

Guest present: S. Harrod

**4. PUBLIC COMMENT**

Mr. Harrod asked if sections of the Board packet could be made available on the Library webpage before the meetings. The Board replied that the Library's Attorneys, advised at a previous meeting not to make it available before the meetings.

**5. ADJUSTMENTS TO THE AGENDA**

To move **12. G. Ad hoc Trustee Vacancy Committee** to before **16. A. EXECUTIVE SESSION FOR THE DISCUSSION OF PERSONNEL MATTERS 5ILCS 120/2(c)(1)**.

Trustee Caudill arrived at 6:06 p.m.

**6. CONSENT AGENDA**

**A. Approval of the Minutes of the Regular Meeting of May 16, 2017**

**B. Approval of the Minutes of the Open Session of the Trustee Vacancy Ad hoc Committee Meeting of June 15, 2017**

**C. Approval of the Minutes of the Closed Session of the Trustee Vacancy Ad hoc Committee Meeting of June 15, 2017**

Trustee Stamoolis moved:

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

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

**7. APPROVAL OF ITEMS MOVED FROM CONSENT AGENDA**

None.

**8. TRUSTEE REPORTS/COMMENTS**

Trustee Stamoolis discussed a conversation he had with Nancy Burke from the Garden Club. The garden club plants and maintains the gardens outside of the Library. They would like to be mentioned in the Footnotes.

President Blank welcomed new Trustee Eric Corzine.

Trustee Caudill suggested a Resolution be written remembering Trustee Jim Dewey, who passed away shortly after the May board meeting.

Trustee Caudill informed Board know about a pre-conference program being offered for Trustees by United for Libraries at the annual ALA Conference being held in Chicago, entitled “Nuts and Bolts for Trustees.”

**9. TREASURER’S REPORT**

**A. May 2017**

Trustee Fuller moved:

**“TO APPROVE THE MAY 2017 EXPENDITURES AS AUTHORIZED WITH THE BALANCE OF THE REPORT TO BE FILED FOR AUDIT.”**

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

AYES (5): Blank, Caudill, Corzine, Fuller, Stamoolis

ABSENT (2): Trustee Vacancies

**10. CORRESPONDENCE AND COMMUNICATIONS**

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

**11. EXECUTIVE DIRECTOR’S REPORT**

**A. May 2017**

- Executive Director Womack reported that the draft Employee Handbook has been reviewed by our attorneys. A Personnel Committee meeting will be scheduled to review the document and the attorneys’ suggested updates.
- The Library is partnering with the District 95 Educational Foundation to provide an internship for a LZHS student this summer.
- There were six applicants for the Trustee openings. Appointment decisions are anticipated prior to the July board meeting.
- The Library is gearing up for the launch of Virtual Reality and Wi-Fi hotspots this summer.
- The Library will be going out to bid for a landscaping service. Our current vendor did not opt to renew its contract.
- CCS has entered into a contract with Polaris for the new catalog. Migration to Polaris is expected to go live in April 2018.
- Representatives from Lake Zurich’s Sister City (Nittenau, Germany) will be attending a breakfast at the Library on June 30, 2017.

**12. STANDING COMMITTEE REPORTS**

None.

**13. SPECIAL COMMITTEE REPORTS**

None.

**14. UNFINISHED BUSINESS**

**A. Second Discussion of FY 2017-2018 Working Budget**

Trustee Stamoolis moved:

**“TO APPROVE THE FISCAL YEAR 2017-2018 WORKING BUDGET.”**

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

AYES (5): Blank, Caudill, Corzine, Fuller, Stamoolis

ABSENT (2): Trustee Vacancies

**B. Board Approval of Committee Assignments**

Trustee Stamoolis moved:

**“TO APPROVE THE 2017-2019 COMMITTEE ASSIGNMENTS AMENDED AS DISCUSSED.”**

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

**C. Public Participation at Library Board Meetings and Petitions to the Board Policy**

Trustee Caudill moved:

**“TO APPROVE THE PUBLIC PARTICIPATION AT LIBRARY BOARD MEETINGS AND PETITIONS TO THE BOARD POLICY WITH A REVIEWED AND REVISED DATE OF 06/17.”**

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

**15. NEW BUSINESS**

**A. Prevailing Wage Ordinance**

Trustee Caudill moved:

**“TO APPROVE ORDINANCE NO. 17-06-01 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.”**

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

AYES (5): Blank, Caudill, Corzine, Fuller, Stamoolis

ABSENT (2): Trustee Vacancies

**B. Building Site and Maintenance Levy Ordinance**

Trustee Caudill moved:

**“TO APPROVE ORDINANCE NO. 17-06-02 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 2017/2018.”**

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

AYES (5): Blank, Caudill, Corzine, Fuller, Stamoolis

ABSENT (2): Trustee Vacancies

**C. Ordinance Authorizing Transfer of Funds to Special Reserve Fund**

Trustee Stamoolis moved:

**“TO APPROVE ORDINANCE NO. 17-06-03 AN ORDINANCE AUTHORIZING TRANSFER OF FUNDS TO SPECIAL RESERVE FUND.”**

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

AYES (5): Blank, Caudill, Corzine, Fuller, Stamoolis

ABSENT (2): Trustee Vacancies

**D. Approval of Trustee Expense Reports**

None.

**E. Building and Grounds Critical Issues**

None.

**12. G. Ad hoc Trustee Vacancy Committee: Report**

The Ad hoc Trustee Vacancy Committee will interview trustee candidates in late June and early July, and will meet again before the July Board meeting. The new Trustees will be appointed at sworn in at the July meeting.

At 7:27 p.m. Trustee Stamoolis moved:

**“TO GO INTO EXECUTIVE SESSION FOR THE DISCUSSION OF A.) EXECUTIVE SESSION FOR THE DISCUSSION OF PERSONNEL MATTERS 5ILCS 120/2 (c)(1), B.) EXECUTIVE SESSION FOR THE DISCUSSION OF PENDING, PROBABLE, OR IMMINENT LITIGATION AS ALLOWED BY 5 ILCS 120/2(c)(11) and C.) EXECUTIVE SESSION FOR THE DISCUSSION OF THE SELECTION OF A PERSON TO FILL A VACANCY IN A PUBLIC OFFICE AS ALLOWED BY 5ILCS 120/2(c)(3).”**

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

AYES (5): Blank, Caudill, Corzine, Fuller, Stamoolis

ABSENT (2): Trustee Vacancies

16. **A. EXECUTIVE SESSION FOR THE DISCUSSION OF PERSONNEL MATTERS 5ILCS 120/2 (c)(1)**
- B. EXECUTIVE SESSION FOR THE DISCUSSION OF PENDING, PROBABLE, OR IMMINENT LITIGATION AS ALLOWED BY 5 ILCS 120/2(c)(11)**
- C. EXECUTIVE SESSION FOR THE DISCUSSION OF EXECUTIVE SESSION MINUTES AS ALLOWED BY 5 ILCS 120/2(c)(21)**  
None.
- D. EXECUTIVE SESSION FOR THE DISCUSSION OF THE SELECTION OF A PERSON TO FILL A VACANCY IN A PUBLIC OFFICE AS ALLOWED BY 5ILCS 120/2(c)(3)**  
Trustee Stamoolis moved:  
**“TO SCHEDULE INTERVIEWS WITH THE FOUR CANDIDATES IDENTIFIED IN EXECUTIVE SESSION TO BE SCHEDULED FOR 6/26/17 AND/OR JULY 6, 2017 TO BE COORDINATED BY EXECUTIVE DIRECTOR WOMACK.”**  
Trustee Caudill seconded the motion and it carried on a unanimous roll call vote.  
AYES (5): Blank, Caudill, Corzine, Fuller, Stamoolis  
ABSENT (2): Trustee Vacancies
17. **ADJOURNMENT**  
At 8:57 p.m. Trustee Fuller moved:  
**“TO ADJOURN”.**  
Trustee Corzine seconded the motion and it carried on a unanimous voice vote.

---

**Kathy Caudill, Secretary**

**Approved at the next Regular Meeting of July 18, 2017**

---

**Cindy Blank, President**