

**ELA AREA PUBLIC LIBRARY DISTRICT  
BOARD OF TRUSTEES  
Regular Meeting  
July 17, 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, Malohn, Stamoolis, Stanonik  
Staff present: Executive Director Womack, Assistant Director Christianson, S. Hyson, M. Creel, S. Haase  
Guest present: S. Harrod

**3. PUBLIC COMMENT**

None.

**4. ADJUSTMENTS TO THE AGENDA**

None.

**5. CONSENT AGENDA**

**A. Approval of the Minutes of the Regular Meeting June 19, 2018**

**B. Approval of the Minutes of the Special Meeting July 2, 2018**

Vice President Corzine moved:

**“TO APPROVE THE MINUTES OF THE REGULAR MEETING JUNE 19, 2018 AND THE MINUTES OF THE SPECIAL MEETING JULY 2, 2018 OF THE CONSENT AGENDA AS PRESENTED.”**

Trustee Malohn 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 enjoyed attending Natalie Ziarnik’s book signing at the Library. She also went with the Outreach Department to Lexington’s Read-A-Loud program which was another fulfilling and impactful Outreach experience.

Trustee Malohn’s children enjoyed the programs they attended at the Library.

Vice President Corzine has signed up for two Library programs.

President Blank asked about the new app called Libby. She also was happy to see the local authors and podcasts areas in the Library have been promoted and highlighted with signage.

**8. TREASURER’S REPORT**

**A. JUNE 2018**

Trustee Caudill moved:

**“TO APPROVE THE JUNE 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 (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**

- Executive Director Womack has completed his term as president of CCS.
- CCS is going to become an LLSAP member. LLSAP is Local Library System Automation Program.
- The Library’s bond debt will be completely paid off in December 2018.
- The final bond wire transfer payment will be made in December.
- Executive Director Womack has received many positive comments about the Children’s renovation.
- Our strength as a staff has really improved in this past year.

**11. STANDING COMMITTEE REPORTS**

None.

**12. SPECIAL COMMITTEE REPORTS**

None.

**13. UNFINISHED BUSINESS**

**A. Discussion of Parking Lot Project and Engineering Contract**

The parking lot project was discussed. The Library will not be proceeding with the planned improvements at this time. The Executive Director will be contacting the Engineer and the project will be reevaluated in early 2019.

**14. NEW BUSINESS**

**A. Appointment of Two Board Members to Audit the 2017/2018 Meeting Minutes**

President Blank and Trustee Caudill will perform the Audit of the 2017/2018 Board Meeting Minutes.

**B. Discussion of Per Capita Grant Requirements for FY 18/19**

At a future meeting, the Library Board will review the Per Capita Grant requirements, including Chapters 6-10 of the Illinois Library Standards 3.0.

**C. Review of 2017-2018 Action Plan**

The progress on the 2017-2018 Action Plan was reviewed.

**D. Discussion of 2018-2019 Action Plan**

The 2018-2019 Action Plan progress was reviewed.

**E. Discussion of Gift Policy**

Trustee Stamoolis moved:

**“TO APPROVE THE GIFT POLICY AS PRESENTED WITH THE ADDITION OF THE WORD ‘REAL ESTATE’ SUBJECT TO ATTORNEY’S APPROVAL, WITH A REVIEWED AND REVISED DATE OF 07/2018.”**

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

**F. Discussion of Makerspace Policy**

Vice President Corzine moved:

**“TO APPROVE THE MAKERSPACE POLICY AS PRESENTED, SUBJECT TO ATTORNEY’S APPROVAL, WITH A REVIEWED AND REVISED DATE OF 07/2018.”**

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

**G. Discussion of Technology Use Policy**

Trustee Stanonik moved:

**“TO APPROVE THE TECHNOLOGY USE POLICY AS PRESENTED, SUBJECT TO ATTORNEY’S APPROVAL, WITH A REVIEWED AND REVISED DATE OF 07/2018.”**

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

**H. Closed for Staff Training Day October 26, 2018**

Trustee Caudill moved:

**“TO APPROVE CLOSING THE LIBRARY ON OCTOBER 26, 2018 FOR STAFF TRAINING DAY.”**

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

**I. Approval of Trustee Expense Reports**

None.

**J. 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 8:44 p.m. Trustee Fuller moved:  
**“TO ADJOURN”**.  
Vice President Corzine 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 September 18, 2018**

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**Cindy Blank, President**