

REGULAR MEETING MINUTES

February 21, 2023

6:00 p.m. 2nd Floor Conference Room

In Person Meeting at Ela Area Public Library

1. REGULAR MEETING – CALL TO ORDER

President Steker called the meeting to order at 6:02pm.

2. ROLL CALL

Trustees absent: Trustee McCauley. Trustee Caudill will be Acting Secretary.

Trustees present: Blank, Caudill, Corzine, Silcroft, Steker.

A quorum is present.

Staff present: Executive Director L. Rosenthal, E. Christianson, M. Povilonis, D. McGuire, N. Ziarnik, L. White, M. Keegan, T. Paul, M. Walters.

Public attendance: Evy Stamoolis, Jim Stamoolis, Jeanette Stanonik, Tracy Suykerbuyk, Alicia Timm, Scott Harrod, Anne Hurst, Rachel Londberg from Lamp, Inc.

3. TRUSTEE APPOINTMENT

A. Nomination of Appointee to fill vacant seat on the Board

Trustee Caudill moved:

“To nominate the appointment of Jeanette Stanonik to fill the vacant Trustee seat on the Ela Area Public Library Board.”

Trustee Corzine seconded the motion and it carried on a unanimous roll call vote of all trustees present.

AYES (5): Blank, Caudill, Corzine, Silcroft, Steker

NAYES (0):

ABSTAIN (0):

B. Oath of Office for appointed Trustee

President Steker administered the Oath of Office.

Jeanette Stanonik has been sworn in as a trustee.

4. PUBLIC COMMENT (Policy No: 1.10)

In accordance with the Illinois Open Meetings Act, the Ela Area Public Library Board of Trustees provides an opportunity for public comment at all board meetings. Please sign in by 6:00 p.m.

Alicia Timm came in to inform everyone she is running for library trustee.

5. ADJUSTMENTS TO THE AGENDA

6. CONSENT AGENDA

Trustee Caudill requested we move the January minutes from the Consent Agenda to correct the spelling of Lake Zurich Mayor Tom Poynton’s last name.

A. Approval of the Minutes of the Bylaws Committee Meeting January 24, 2023

Trustee Caudill moved:

“To approve the minutes of the Bylaws Committee Meeting of January 24, 2023.”

Trustee Silcroft seconded the motion and it carried on a unanimous voice vote of all trustees present.

AYES (6): Blank, Caudill, Corzine, Silcroft, Stanonik, Steker

NAYES (0):

ABSTAIN (0):

7. APPROVAL OF ITEMS MOVED FROM CONSENT AGENDA

A. Approval of the Minutes of the Regular Meeting January 17, 2023

Trustee Caudill moved:

“To approve the minutes of the regular meeting as corrected”

Trustee Blank seconded the motion and it carried on a unanimous voice vote of all trustees present.

AYES (6): Blank, Caudill, Corzine, Silcroft, Stanonik, Steker

NAYES (0):

ABSTAIN (0):

8. TRUSTEE REPORTS/COMMENTS

A. Recognition of Trustee Anne Hurst. President Steker presented a plaque to and heartedly thanked Trustee Hurst for dedication to the Board and the library.

B. Strategic Planning Committee Liaison, Trustee Corzine

1. Strategic Plan presentation. The presentation was discussed and included in the board packet.

2. Thank you letters. Trustee Corzine presented thank you letters to all committee members.

3. Group photo.

C. EDR Process & Timeline. Timeline was discussed, Department Head evaluations are due March 27.

9. TREASURER’S REPORT

A. January 2023 (Document)

Trustee Corzine moved:

“To approve the January 2023 expenditures as authorized with the balance of the report to be filed for audit.”

Trustee Silcroft seconded the motion and it carried on a unanimous roll vote of all trustees present.

AYES (6): Blank, Caudill, Corzine, Silcroft, Stanonik, Steker

NAYES (0):

ABSTAIN (0):

10. CORRESPONDENCE AND COMMUNICATIONS

A. 2-1-2023 Daily Herald article “New meeting rooms part of Ela library’s \$3.5 million interior renovation.”

B. 2-5-2023 Daily Herald article “Ela Library appoints new trustee.”

11. EXECUTIVE DIRECTOR'S REPORT

A. Department in Focus – Children's (Manager Natalie Ziarnik)

Introduced the Children's staff and what their chosen duties are and how much they enjoy them. Ms. Ziarnik also let us know how well the new configuration in the department is working out and the many compliments they are receiving from patrons and staff.

B. Construction Update

C. January 2023 Librarians' Reports

D. Action Plan FY2023

E. Training Update

12. STANDING COMMITTEE REPORTS

A. Finance Committee (Trustees Blank, Corzine & Steker)

B. Building & Grounds Committee (Trustees Corzine & Silcroft)

C. Bylaws Committee (Trustees Caudill & McCauley)

D. Executive Director Review (EDR) Committee (Trustees Steker, Caudill & Blank)

E. Personnel Committee (Trustee Silcroft, Caudill & McCauley)

F. Policy Committee (Trustees McCauley, Blank & Steker)

G. Nominating Committee (Trustees Corzine & Silcroft)

H. RAILS Liaison (Trustee Silcroft) – Monica Harris is the new director for RAILS

I. Foundation Liaison (Trustee Caudill)

13. SPECIAL COMMITTEE REPORTS

14. UNFINISHED BUSINESS

15. NEW BUSINESS

A. 2023-2025 Strategic Plan

Trustee Blank moved:

"To approve the 2023-2025 Strategic Plan as presented."

Trustee Caudill seconded the motion and it carried on a unanimous roll call vote of all trustees present.

AYES (6): Blank, Caudill, Corzine, Silcroft, Stanonik, Steker

NAYES (0):

ABSTAIN (0):

B. Collection Policy

Trustee Silcroft moved:

"To approve Collection policy 1.1 with a reviewed and revised date of 2/2023."

Trustee Caudill seconded the motion and it carried on a unanimous roll call vote of all trustees present.

AYES (5): Caudill, Corzine, Silcroft, Stanonik, Steker

NAYES (1): Blank,

ABSTAIN (0):

- C. Bylaws Update – First Reading
- D. Approval of Trustee Expense Reports
- E. Building Grounds Critical Issues

16. ADJOURN TO EXECUTIVE SESSION

- A. EXECUTIVE SESSION FOR THE DISCUSSION OF PERSONNEL MATTERS 5 ILCS 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)

17. ROLL CALL (If returning from Executive Session)

18. ADJOURNMENT

At 8:12 pm Trustee Corzine moved:

“To Adjourn.”

Trustee Silcroft seconded the motion and it carried on a unanimous voice vote of all trustees present.

AYES (6): Blank, Caudill, Corzine, Silcroft, Stanonik, Steker

NAYES (0):

ABSTAIN (0):

Cathy McCauley, Secretary
Approved at the next Regular Meeting of March 21, 2023

Crystal Steker, President