

REGULAR MEETING Minutes

March 18, 2025

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

1. REGULAR MEETING – CALL TO ORDER

President Steker called the meeting to order at 6:00pm

2. ROLL CALL

Trustees Present: Caudill, Corzine, McCauley, Silcroft, Steker, Suykerbuyk, Timm

A quorum is present.

Staff Attendance: Executive Director E. Christianson, D. McGuire, N. Ziarnik, K. Bondi

Public Attendance: Adam Gira, Karol Sucec, Scott Harrod

3. 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.

4. ADJUSTMENTS TO THE AGENDA

5. CONSENT AGENDA ACTION

A. Approval of the Minutes of the Regular Meeting February 18, 2025 (Document)

Trustee Caudill moved:

“To approve the Consent Agenda.”

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

AYES (7): Caudill, Corzine, McCauley, Silcroft, Steker, Suykerbuyk, Timm

NAYES (0):

ABSTAIN (0):

6. APPROVAL OF ITEMS MOVED FROM CONSENT AGENDA

Note: If Closed Session Minutes are removed from Consent Agenda for discussion, this must take place in Closed Session. But the current Secretary’s recommendation to keep minutes closed may be approved as part of the Consent Agenda.

7. TRUSTEE REPORTS/COMMENTS

Trustee Silcroft inquired about book clubs.

Trustee Corzine inquired about the annual library certification process; noted all the comments regarding the Mythical Creatures exhibit and coming under budget; and commented on the new notarization process.

Trustee Caudill inquired about the “Lawyer in the Library” program; commented on the statue at the entrance and how she is decorated highlighting books, authors, and what is happening in the library.

Trustee Suykerbuyk commented on the exhibit budget.

Trustee Timm inquired about the paperless evaluation process and the Mohawk Trail entrance sign landscaping project.

Trustee McCauley commented on the Mr. Illinois presentation; the Neurodiversity meet-up, and the Passport Services 20th anniversary.

Trustee Steker commented on the Wi-Fi update.

8. TREASURER'S REPORT

A. February 2025 (Document)

Suggested Motion: I move to approve the February 2025 expenditures as authorized with the balance of the reports to be filed for audit.

Trustee Caudill moved:

“To approve the February 2025 expenditures as authorized with the balance of the reports to be filed for audit.”

Trustee Suykerbuyk seconded the motion, and it passed on a unanimous roll call vote of all trustees present.

AYES (7): Caudill, Corzine, McCauley, Silcroft, Steker, Suykerbuyk, Timm

NAYES (0):

ABSTAIN (0):

9. CORRESPONDENCE AND COMMUNICATIONS

10. EXECUTIVE DIRECTOR'S REPORT

A. February 2025 Librarians' Report (Document)

B. Update: FY26 Capital Projects

C. FY2025 Action Plan (Document)

D. Five Year Plan (Document)

11. SPECIAL COMMITTEE & LIAISON REPORTS

A. Executive Director Review (EDR) Liaison (President Steker) – Update

i) Reports due to President Steker by April 1. The COTW EDR meeting is scheduled for April 8, 2025.

B. Personnel Liaison (Vice-President McCauley)

C. Finance Liaison (Treasurer Corzine)

D. Building & Grounds Liaison (Trustee Timm)

E. Bylaws & Policy Liaison (Trustee Suykerbuyk)

F. RAILS Liaison (Trustee Silcroft) Trustee Silcroft stated RAILS received some grant funds and state legislation is being considered regarding CE hours for trustees.

G. Foundation Liaison (Trustee Caudill)

12. UNFINISHED BUSINESS

A. Insurance Policy Renewal (Document + Action)

Trustee Caudill moved to approve Relation Insurance Group to provide the Library's Directors

& Officers Liability, Employment Practices Liability, Worker's Compensation, Property, General Liability, Cyber Liability, Business Auto, Umbrella Liability, and Crime policies for the term April 1, 2025, through April 1, 2026, at a total cost not to exceed \$48,000.

Trustee Suykerbuyk seconded the motion, and it passed on a unanimous roll call vote of all trustees present.

AYES (7): Caudill, Corzine, McCauley, Silcroft, Steker, Suykerbuyk, Timm

NAYES (0):

ABSTAIN (0):

B. Trustee Orientation (Document)

Trustees discussed informational options to incorporate into the trustee onboarding process to make it more engaging and instructive.

13. NEW BUSINESS

A. Ordinance 25-03-01 Setting the Schedule of Regular Board Meetings for Fiscal Year 2025/2026 (Document + Action)

Trustee McCauley moved to adopt Ordinance 25-03-01 setting the Library meeting dates for the year July 1, 2025, through June 30, 2026.

Trustee Suykerbuyk seconded the motion, and it passed on a unanimous roll call vote of all trustees present.

AYES (7): Caudill, Corzine, McCauley, Silcroft, Steker, Suykerbuyk, Timm

NAYES (0):

ABSTAIN (0):

B. Action Plan FY2026 (Document)

C. Approval of Trustee Expense Reports (Action) - none

D. Building and Grounds Critical Issues (Action) - none

14. ADJOURN TO EXECUTIVE SESSION

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

15. ROLL CALL (If returning from Executive Session)

16. ADJOURNMENT

Adjournment at 7:52pm

Trustee Caudill moved:

"To adjourn."

Trustee Suykerbuyk seconded the motion, and it passed on a unanimous voice vote of all trustees present.

AYES (7): Caudill, Corzine, McCauley, Silcroft, Steker, Suykerbuyk, Timm

NAYES (0):

ABSTAIN (0):

Alicia Timm, Secretary
Approved at the next Regular Meeting of April 15, 2025

Crystal Steker, President