

REGULAR MEETING MINUTES

October 11, 2022

6:00 p.m. Meeting Room

In Person at Ela Area Public Library

1. REGULAR MEETING - CALL TO ORDER

At 6:01 p.m. President Steker called the Regular Meeting to order

2. ROLL CALL

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

Trustee(s) Absent: Hurst

A quorum is present.

Staff present: Executive Director L. Rosenthal, E. Christianson, M. Povilonis, D.

McGuire, C. Wiser, N Ziarnik, J. Carranza

Guests Present: None

3. PUBLIC COMMENT

None

4. ADJUSTMENTS TO THE AGENDA

President Steker moved Item 10.A, Department in Focus, Facilities Manager, John Carranza to above the Consent Agenda. There were no objections by the Trustees.

Department in Focus: The Facilities Manager, John Carranza, explained the steps taken to maintain the Library. John spoke about purchasing necessary materials, machinery upkeep, repairs, and contractors he works with. He mentioned the value received by attending a recent Facilities Manager conference and concluded by complimenting his team, stating none of this would be possible without their commitment to keeping this library beautiful and the neighbors happy.

5. CONSENT AGENDA

Trustee Caudill requested to remove Item 5.A from the Consent Agenda.

Trustee Corzine moved:

“To approve items B and C on the Consent Agenda.”

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

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

NAYES (0):

ABSTAIN (0):

6. APPROVAL OF ITEMS MOVED FROM CONSENT AGENDA

Trustee Caudill clarified in Item 9, she is on the Conference Committee for the 2023 ILA Conference and she was also asked to be on the Illinois State Advisory Committee.

Trustee Blank moved:

“To approve the Minutes, Item 5.A, removed from Consent Agenda with the changes as proposed by Trustee Caudill.”

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

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

NAYES (0):

ABSTAIN (0):

7. TRUSTEE REPORTS/COMMENTS

Trustee Silcroft enjoyed the “Creepy Crayon” storywalk.

Trustee McCauley was happy to read Footnotes will now go to North Barrington patrons.

President Steker was pleased our backup internet service worked when AT&T failed.

8. TREASURER’S REPORT

A. September 2022

Trustee Caudill moved:

“To move approve the September 2022 expenditures as authorized with the balance of the reports to be filed for audit.”

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

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

NAYES (0):

ABSTAIN (0):

9. CORRESPONDENCE AND COMMUNICATIONS

None

10. EXECUTIVE DIRECTOR’S REPORT

“Haunted Illinois” – program presented virtually on 9/21/22 and available on EAPL YouTube page. Link will be emailed to Trustees. Extremely popular, over 13,000 views.

A. Department in Focus – Facilities (Manager John Carranza) see item 4 above

B. Construction Update

General Talking Points for Renovation – very helpful document created by Asst Director Christianson to share with public.

Continue to monitor/post internal Communication pieces.

Construction has started and moving along.

C. September 2022

D. Assessment Appeals for 2022

A number of commercial and residential properties have requested assessment appeals, and the new IGA will simplify that process.

E. Per Capita Grant Requirements – Assistant Director Christianson – new census has increased amount Library is eligible for to \$53,000. Standards of Illinois Public Libraries book is available via 7-minute video. Link was sent to Board members so they can watch.

F. Action Plan 2022-2023

11. STANDING COMMITTEE REPORTS

A. Finance Committee (Trustees Blank, Corzine & Steker) None

B. Building & Grounds Committee (Trustees Hurst, Corzine & Silcroft) None

C. Bylaws Committee (Trustees Caudill, Hurst & McCauley) None

D. Executive Director Review (EDR) Committee (Trustees Steker, Caudill & Blank)
None

E. Personnel Committee (Trustees Silcroft, Caudill & McCauley) None

F. Policy Committee (Trustees Silcroft, Caudill & McCauley) None

G. Nominating Committee (Trustees Corzine, Hurst & Silcroft) None

H. RAILS Liaison (Trustee Silcroft) Interim Director Monica Harris named. RAILS needs new vehicles.

I. Foundation Liaison (Trustee Caudill) Will Meet with Dir. Rosenthal regarding brokerage account. One invitee has agreed to join. Have not heard back from neighboring Mayors about joining.

12. SPECIAL COMMITTEE REPORTS

A. Strategic Planning Committee Liaison (Trustee Corzine) Energy is positive, everyone works well together. Next meeting is 10-25-22.

13. UNFINISHED BUSINESS

None

14. NEW BUSINESS

A. Resolution 22-10-01 Determining Amount of Money to Be Raised By Taxation
Trustee Caudill moved:

“To approve resolution 22-10-01 determining the amount of money estimated to be necessary to be raised by taxation in the amount of \$6,657,652.

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

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

NAYES (0):

ABSTAIN (0):

B. Privacy and Confidentiality Policy

Trustee McCauley moved:

“To approve the Privacy and Confidentiality Policy 2.2 with a reviewed and revised date of 10/22.”

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

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

NAYES (0):

ABSTAIN (0):

C. Identity Protection Act Policy

Trustee Silcroft moved:

“To approve the Identity Protection Act Policy 2.15 with a reviewed and revised date of 10/22.”

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

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

NAYES (0):

ABSTAIN (0):

D. Employee Travel and Expense Reimbursement

Trustee Caudill moved:

“To approve staff hotel expenses incurred for lodging during the 2022 ALSC National Institute conference in Kansas City, MO as described in Exhibit 14D.”

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

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

NAYES (0):

ABSTAIN (0):

E. Approval of Trustee Expense Reports

None

F. Building and Grounds Critical Issues

None

15. ADJOURN TO EXECUTIVE SESSION

**A. EXECUTIVE SESSION FOR THE DISCUSSION OF PERSONNEL MATTERS
SILCS 120/2(c)(1)**

**B. EXECUTIVE SESSION FOR THE DISCUSSION OF PENDING, PROBABLE,
OR IMMINENT LITIGATION AS ALLOWED BY SILCS 120/2(c)(11)**

**C. EXECUTIVE SESSION FOR THE DISCUSSION OF EXECUTIVE SESSION
MINUTES AS ALLOWED BY 5ILCS 120/2(c)(21)**

16. ADJOURNMENT

At 7:26 p.m. Trustee Blank moved:
"TO ADJOURN."

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

A handwritten signature in black ink, reading "Cathy McCauley", written over a horizontal line.

Cathy McCauley, Secretary

Approved at the next Regular Meeting of November 15, 2022

A handwritten signature in blue ink, reading "Crystal Steker", written over a horizontal line.

Crystal Steker, President

