Ela Area Public Library District________________________**BOARD OF TRUSTEES**

AGENDA/REGULAR MEETING

October 21, 2025

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

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

2. **ROLL CALL**

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**
   A. Approval of the Minutes of the Regular Meeting September 16, 2025 (Document)
   B. Approval of Engberg Anderson Architects Invoice for FY26 HVAC Projects in the amount of $45,120 (Document)

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.

7. **TREASURER'S REPORT**
   A. September 2025 (Document)
   Suggested Motion: I move to approve the September 2025 expenditures as authorized with the balance of the reports to be filed for audit.

8. **TRUSTEE REPORTS/COMMENTS**

9. **CORRESPONDENCE AND COMMUNICATIONS**

10. **EXECUTIVE DIRECTOR'S REPORT**
    A. September 2025 Librarians' Report
    B. GFOA Certificate for Excellence in Financial Reporting FY24
    C. Action Plan 2025-2026

11. **SPECIAL COMMITTEE & LIAISON REPORTS**
    A. Executive Director Review (EDR) Liaison (President McCauley)
    B. Personnel Liaison (Vice-President Caudill)
    C. Finance Liaison (Treasurer Suykerbuyk)
    D. Building & Grounds Liaison (Trustee Steker)
    E. Bylaws & Policy Liaison (Trustee Sucec)
    F. RAILS Liaison (Trustee Gira)
    G. Foundation Liaison (Trustee Caudill)

12. UNFINISHED BUSINESS

13. NEW BUSINESS

A. Resolution 25-10-01 Determining Amount of Money to Be Raised By Taxation for 2025-2026 Fiscal Year (Document + Action)
B. Approval of Investment Transfer (Document + Action)
C. Discussion and Review of Carpet & 2nd Floor Project (Document)
D. Approval of Construction Management Agreement (Lamp, Inc.) Exhibit A Flooring & Electrical Project (Document + Action)
E. Approval of the Proposal for Architectural Services for the Carpet & 2nd Floor Refurbishment Project (Document + Action)
F. Approval of Employee Travel and Expenses for the IFMA Conference Sept. 17-19, 2025. (Document + Action)
G. Approve the Secretary's report of the Closed Session Minutes review and destruction of all audio recordings made prior to April 1, 2024 (Document)
H. Identity Protection Act Policy (Document + Action)
I. Approval of Contractor Agreement (Martin Petersen Company, Inc.) HVAC Equipment/Controls Replacement (Document + Action)
J. Approval of Trustee Expense Reports (Action)
K. Building and Grounds Critical Issues (Action)

14. 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)

15. ROLL CALL (If returning from Executive Session)

16. ADJOURNMENT