

**ELA AREA PUBLIC LIBRARY DISTRICT
BOARD OF TRUSTEES
Regular Meeting
May 16, 2017**

1. REGULAR MEETING - CALL TO ORDER

At 6:02 p.m. President Blank called the Regular Meeting to order.

2. INSTALLATION OF NEW TRUSTEES (OATH OF OFFICE)

Melissa Keegan administered the Oath of Office to newly elected Trustee: Ken Fuller
And re-elected Trustees: James Dewey and James Stamoolis
Newly elected Trustee E. Corzine will be sworn in at the June Board meeting.

3. ROLL CALL

Trustees physically present: Blank, Caudill, Dewey, Fuller, Stamoolis, Stoval
Trustees absent: Trustee Elect E. Corzine
Staff present: Executive Director Womack, Assistant Director Christianson,
S. Hyson, M. Creel, S. Haase, N. Ziarnik and M. Keegan
Guest present: Mrs. Fuller, Mrs. Stamoolis, S. Harrod

4. REPORT OF NOMINATING COMMITTEE MEETING

President Blank presented the Nominating Committee's proposed slate of officers.

5. ELECTION OF EXECUTIVE OFFICERS

The Nominating Committee proposed the following nominations:

CINDY BLANK, PRESIDENT

JAMES DEWEY, VICE PRESIDENT

KATHY CAUDILL, SECRETARY

JAMES STAMOOLIS, TREASURER

There were no further nominations from the floor.

Trustee Stoval moved:

**“TO APPROVE THE SLATE AS PRESENTED BY THE NOMINATING
COMMITTEE.”**

Trustee Caudill seconded the motion and it carried on a unanimous roll call vote.

AYES (6): Blank, Caudill, Dewey, Fuller, Stamoolis, Stoval

ABSENT (1): Corzine

6. PUBLIC COMMENT

Mr. Harrod asked about the Board Policy regarding Public Participation at
Library Board Meetings and Petitions to the Board.

7. ADJUSTMENTS TO THE AGENDA

None.

8. CONSENT AGENDA

A. Approval of the Minutes of the Regular Meeting April 18, 2017

B. Approval of the Minutes of the Nominating Committee Meeting May 9, 2017

C. Approval of the Finance Committee Meeting May 11, 2017

D. Approval of the Executive Session Minutes April 18, 2017

Trustee Stamoolis moved:

“TO APPROVE THE CONSENT AGENDA AS PRESENTED.”

Vice President Dewey seconded the motion and it carried on a unanimous voice vote.

9. APPROVAL OF ITEMS MOVED FROM CONSENT AGENDA

None.

10. TRUSTEE REPORTS/COMMENTS

President Blank asked that a discussion of the Board President’s proposed Committee Assignments be placed on the June Agenda.

The Board of Trustees and Executive Director Womack presented Trustee Stoval with a plaque and thanked her for her valuable contributions during her years of service on the Board.

Trustee Caudill let the Board know about a day of free pre-conference program being offered for Trustees by United for Libraries at the annual ALA conference (being held here in Chicago this year) entitled “Nuts and Bolts for Trustees.”

11. TREASURER’S REPORT

A. April 2017

Vice President Dewey moved:

“TO APPROVE THE APRIL 2017 EXPENDITURES AS AUTHORIZED WITH THE BALANCE OF THE REPORT TO BE FILED FOR AUDIT.”

Trustee Stoval seconded the motion and it carried on a unanimous roll call vote.

AYES (6): Blank, Caudill, Dewey, Fuller, Stamoolis, Stoval

ABSENT (1): Corzine

12. CORRESPONDENCE AND COMMUNICATIONS

The Communications folder was made available for all Trustees physically present to review.

13. EXECUTIVE DIRECTOR’S REPORT

A. April 2017

- Executive Director Womack met with the architects on May 16, 2017 to discuss the renovation in the Children’s department.
- The Polaris migration team includes two people from our Library. They are Kevin Medows, Assistant Director of Discovery and Technology and Anne Belden, Adult Reference Department Head.
- Executive Director Womack participated in the Conversation Café. It was an enjoyable time.
- Strategic planning focus group dates are 6/1/17 and 6/5/17.
- The Employee Handbook is being reviewed by the Library’s Attorneys.

- A major repair due to be completed by 2018 (according to the recommendation of the Facilities Study) will be replacing the parking lot, with an estimated cost of about \$500,000.
- The Library's management book discussion group has been going well.
- A big part of the Children's department renovation will be the program room.
- Tables in the meeting rooms are going to be replaced. The cost will be under \$15,000.

14. STANDING COMMITTEE REPORTS

None.

15. SPECIAL COMMITTEE REPORTS

None.

16. UNFINISHED BUSINESS

None.

17. NEW BUSINESS

A. Discussion of Working Budget FY2018/2019

The proposed working budget for FY 2018/2019 was presented at the meeting. The final working budget will be presented for the Board's approval at the June meeting.

B. Appointment Process and Timeline for Filling Vacant Trustee Position

President Blank moved:

“TO ESTABLISH AN ADHOC COMMITTEE FOR THE PURPOSE OF REVIEWING THE APPLICANTS TO FILL THE VACANT TRUSTEE POSITION WHICH CONSISTS OF PRESIDENT BLANK, VICE PRESIDENT DEWEY AND TRUSTEE CAUDILL AND WILL MEET ON JUNE 15TH.”

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

C. Interlibrary Loan Fees for Non-District Users Policy

Trustee Caudill moved:

“TO APPROVE THE INTERLIBRARY LOAN FEES AND NON-DISTRICT USERS POLICY WITH A REVIEWED DATE OF 05/17.”

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

D. Unattended Children Policy and Procedure

Trustee Caudill moved:

“TO APPROVE THE UNATTENDED CHILDREN POLICY AND PROCEDURE TO READ UNSUPERVISED CHILDREN POLICY AND PROCEDURE WITH A REVIEWED AND REVISED DATE OF 05/17.”

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

E. Public Participation at Library Board Meetings and Petitions to the Board Policy

Moved to the June Board meeting.

F. Approval of Trustee Expense Reports

None.

G. 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 8:54 p.m. Trustee Fuller moved:

“TO ADJOURN”.

Vice President Dewey seconded the motion and it carried on a unanimous voice vote.

Kathy Caudill, Secretary

Approved at the next Regular Meeting of June 20, 2017

Cindy Blank, President