

**ELA AREA PUBLIC LIBRARY DISTRICT
BOARD OF TRUSTEES
Regular Meeting
March 20, 2018**

1. REGULAR MEETING - CALL TO ORDER

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

2. ROLL CALL

Trustees physically present: Blank, Caudill, Corzine, Malohn, Stamoolis, Stanonik

Trustee absent: Fuller

Staff present: Executive Director Womack, Assistant Director Christianson, M. Creel, S. Haase

Guests present: Keri-Lyn Krafthefer and W. Britt Isaly of Ancel Glink, and S. Harrod

3. PUBLIC COMMENT

Mr. Harrod asked about whether cookies are required to be used with the Library's upcoming new catalog system.

4. ADJUSTMENTS TO THE AGENDA

To move **14. A. Presentation by Angel Glink Law Firm** to after

4. ADJUSTMENTS TO THE AGENDA.

14. A. Presentation by Ancel Glink Law Firm

A presentation was given by Keri-Lyn Krafthefer and Britt Isaly of Ancel Glink about their legal services.

At 6:35 p.m. Trustee Stamoolis moved:

“TO MOVE INTO EXECUTIVE SESSION FOR A. EXECUTIVE SESSION FOR THE DISCUSSION OF PERSONNEL MATTERS 5 ILCS 120/2 (c)(1) and B. EXECUTIVE SESSION FOR THE DISCUSSION OF PENDING, PROBABLE, OR IMMINENT LITIGATION AS ALLOWED BY 5 ILCS 120/2(c)(11).”

Vice President Corzine seconded the motion and it carried on a unanimous roll call vote of all Trustees present.

AYES (6): Blank, Caudill, Corzine, Malohn, Stamoolis, Stanonik

ABSENT (1): Fuller

Also present: Executive Director Matt Womack, HR Manager Megan Creel, and Attorneys Keri-Lyn Krafthefer and W. Britt Isaly of Ancel Glink.

At 7:09 p.m., President Blank called the Regular Meeting back to order noting the presence of the following Board members:

Trustees present (6): Blank, Caudill, Corzine, Malohn, Stamoolis, Stanonik

Trustee absent (1): Fuller

Staff also present: Executive Director Womack, Assistant Director Christianson, M. Creel, S. Haase

Guests present: S. Harrod

5. CONSENT AGENDA

A. Approval of the Minutes of the Regular Meeting February 20, 2018

B. Approval of the Minutes of the Building and Grounds Committee Meeting February 27, 2018

Trustee Stamoolis moved:

“TO APPROVE ITEM A. OF THE CONSENT AGENDA THE MINUTES OF THE REGULAR MEETING OF FEBRUARY 20, 2018 AS PRESENTED.”

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

6. APPROVAL OF ITEMS MOVED FROM THE CONSENT AGENDA

Trustee Stamoolis moved:

“TO APPROVE THE CONSENT AGENDA ITEM B., APPROVAL OF THE MINUTES OF THE BUILDING AND GROUNDS COMMITTEE MEETING OF FEBRUARY 27, 2018 AS AMENDED.”

Vice President Corzine seconded the motion and it carried on a unanimous voice vote of all Trustees present.

7. TRUSTEE REPORTS/COMMENTS

Trustee Stanonik enjoyed several programs she attended at the Library.

Vice President Corzine enjoyed the Apas piano trio program held at the Library.

President Blank requested setting a date for a Dashboard committee meeting.

8. TREASURER’S REPORT

A. FEBRUARY 2018

Trustee Caudill moved:

“TO APPROVE THE FEBRUARY 2018 EXPENDITURES AS AUTHORIZED WITH THE BALANCE OF THE REPORTS TO BE FILED FOR AUDIT.”

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

AYES (6): Blank, Caudill, Corzine, Malohn, Stamoolis, Stanonik

ABSENT (1): Fuller

9. CORRESPONDENCE AND COMMUNICATIONS

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

10. EXECUTIVE DIRECTOR'S REPORT

- Migration to the Library's Polaris catalog system is getting closer to the live scheduled date in April.
- The Building & Grounds committee meeting went well. The strategic review of important building issues was discussed.
- The Action Plan was discussed.
- Executive Director Womack discussed the tax levy.
- After interviewing two law firms, the Trustees will discuss and make a decision at the April Board meeting regarding which law firm's services the Library will retain.

11. STANDING COMMITTEE REPORTS

A. Building & Grounds Committee: Report

Discussed during the approval of the Building and Grounds Committee Meeting minutes.

12. SPECIAL COMMITTEE REPORTS

None.

13. UNFINISHED BUSINESS

None.

14. NEW BUSINESS

B. Discussion of Parking Lot Replacement Proposal from Ericksson Engineering

Trustee Caudill moved:

"TO ACCEPT THE FEBRUARY 21, 2018 PROPOSAL FOR CIVIL ENGINEERING SERVICES AS REVISED ON MARCH 6, 2018 WITH ERIKSSON ENGINEERING ASSOCIATES, LTD. FOR THE ELA AREA PUBLIC LIBRARY PARKING LOT IMPROVEMENTS IN AN AMOUNT NOT TO EXCEED \$24,000."

Trustee Stanonik seconded the motion and it carried on a unanimous roll call vote of Trustees present.

AYES (6): Blank, Caudill, Corzine, Malohn, Stamoolis, Stanonik

ABSENT (1): Fuller

C. Discussion of Existing Borrowing and Access Priorities for EAPL Cardholders, and Restrictions for Reciprocal Borrowers and Visitors

Executive Director Womack and Assistant Director Christianson talked about current practices and proposed policy changes. A discussion took place amongst the Board members.

D. Ordinance to Set Schedule of Regular Board Meetings for Fiscal Year 2018/2019

Trustee Caudill moved:

“TO APPROVE ORDINANCE NO. 18-03-01 AN ORDINANCE SETTING SCHEDULE OF REGULAR MEETINGS OF THE ELA AREA PUBLIC LIBRARY DISTRICT, LAKE COUNTY, ILLINOIS.”

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

AYES (6): Blank, Caudill, Corzine, Malohn, Stamoolis, Stanonik

ABSENT (1): Fuller

E. Approval of Trustee Expense Reports

None.

F. Building and Grounds Critical Issues

None.

15. A. EXECUTIVE SESSION FOR THE DISCUSSION OF PERSONNEL MATTERS 5ILCS 120/2 (c)(1)

Executive Session held earlier in the meeting.

B. EXECUTIVE SESSION FOR THE DISCUSSION OF PENDING, PROBABLE, OR IMMINENT LITIGATION AS ALLOWED BY 5 ILCS 120/2(c)(11)

Executive Session held earlier in the meeting.

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

None.

16. ADJOURNMENT

At 8:46 p.m. Trustee Malohn moved:

“TO ADJOURN”.

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

Kathy Caudill, Secretary

Approved at the next Regular Meeting of April 17, 2018

Cindy Blank, President