

REGULAR MEETING MINUTES

April 16, 2024

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

1. REGULAR MEETING – CALL TO ORDER

President Steker called the meeting to order at 6:01pm.

2. ROLL CALL

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

A quorum is present.

Staff Attendance: Executive Director E. Christianson, N. Ziarnik, D. McGuire, M. Povilonis, C. Wiser.

Guests in Attendance: S. 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 6:00pm.

4. ADJUSTMENTS TO THE AGENDA

5. CONSENT AGENDA

A. Approval of the Minutes of the Regular Meeting March 19, 2024 (Document)

B. Approval of the Secretary’s report of the Closed Session Minutes review and destruction of all audio recording made prior to October 1, 2022 (Document)

C. Approval of the Minutes of the Committee of the Whole (EDR) April 9, 2024

D. Approval of the Closed Session Minutes of the Committee of the Whole (EDR) from the April 9, 2024

Trustee Caudill moved:

“To approve the Consent Agenda as presented.”

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 ITEM 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 Suykerbuyk commented on the library's loan of decorations for a school musical.
Trustee Timm and Trustee Steker commented on programs they attended.
Trustees Caudill and Silcroft commented on the Forge & 2nd Floor art displays.
Trustee Caudill commented on early voting.
Trustee McCauley commented on the Reference Department's "question of the month."

8. TREASURER'S REPORT

Suggested Motion: I move to approve the March 2024 expenditures as authorized with the balance of the reports to be filed for audit.

A. March 2024 (Document)

Trustee McCauley moved:

"To approve the March 2024 expenditures as authorized with the balance of the reports to be filed for audit."

Trustee Caudill 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. March 2024 Librarians' Reports (Document)

B. Action Plan April FY2024 (Document)

C. Department in Focus: Exhibit

Deputy Director Ziarnik reported on the Giants, Dragons, and Unicorns: The World of Mythic Creatures exhibit which will be in the library 11/16/24-2/2/25.

11. SPECIAL COMMITTEE & LIAISON REPORTS

A. Decennial Committee (President Steker)

B. Executive Director Review (EDR) Liaison (President Steker)

C. Personnel Liaison (Vice-President McCauley)

D. Finance Liaison (Treasurer Corzine)

E. Building & Grounds Liaison (Trustee Timm)

F. Bylaws & Policy Liaison (Trustee Suykerbuyk)

G. RAILS Liaison (Trustee Silcroft) Trustee Silcroft reported on the RAIL Board meeting.

H. Foundation Liaison (Trustee Caudill)

12. UNFINISHED BUSINESS

13. NEW BUSINESS

A. Video Surveillance Policy (Document + Action)

Trustee Caudill moved:

"To approve Policy 2.21 Video Surveillance with a reviewed and revised date of April 2024."

Trustee McCauley 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. Appropriate Library Use Policy (Document + Action)

Trustee McCauley moved:

“To table the Appropriate Use Policy.”

Trustee Silcroft 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):

C. Approval of Employee Travel and Expense Reimbursements for the PLA Conference April 3-6, 2024 (Document + Action)

Trustee Silcroft moved:

“To approve staff hotel expenses incurred for lodging during the 2024 PLA Conference in Columbus, Ohio as described in Exhibit 13.C.”

Trustee Timm 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):

D. Approval of Trustee Expense Reports (Action)

E. 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)

Trustee Caudill moved:

“To go into Executive Session for the Discussion of Personnel Matters related to the evaluation of the Executive Director pursuant to 5 ILCS 120/2(c)(1).”

Trustee McCauley 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):

Adjournment at 8:01pm.

B. EXECUTIVE SESSION FOR THE DISCUSSION OF PENDING, PROBABLE, OR IMMEDIATE 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)

At 9:19 pm the Board returned to Open Session.

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

A quorum is present.

Staff Attendance: None

Guests present: None

16. ADJOURNMENT

Adjournment at 9:23 pm.

Trustee Caudill moved:

“To adjourn.”

Trustee Corzine seconded the motion, and it passed on a unanimous voice call 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 May 21, 2024

Crystal Steker, President