

REGULAR MEETING MINUTES

October 15, 2024

6:00 p.m. Meeting Room

1. REGULAR MEETING – CALL TO ORDER

President Steker called the meeting to order at 6:00pm

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. Wisner.

Public Attendance: Scott Harrod, Adam Gira

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 17, 2024 (Document)

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

Trustee Caudill moved:

“To approve the Consent Agenda items A – B.”

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):

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. But the current Secretary’s recommendation to keep minutes closed may be approved as part of the Consent Agenda.

7. TRUSTEE REPORTS/COMMENTS

A. Board self-evaluation follow-up

- B. Sunny Day Fund - Trustee Suykerbuyk will serve as the coordinator of this voluntary activity.

Trustee Silcroft discussed Library Card Sign-up Month celebration.

Trustee Caudill and Timm discussed the ILA conference. Trustee Caudill commented on the library visitors from Nittenau, Germany.

Trustee McCauley commented on library programs and the recent lobby display.

Trustee Corzine mentioned the Library of Things offerings and the Reference Dept Genealogy outreach.

8. TREASURER'S REPORT

- A. September 2024 (Document)

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

Trustee Caudill moved:

“To approve the September 2024 expenditures as authorized with the balance of the reports to be filed for audit.”

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):

9. CORRESPONDENCE AND COMMUNICATIONS

10. EXECUTIVE DIRECTOR'S REPORT

- A. September 2024 Librarians' Report (Document)

- B. Action Plan FY25 (Document)

- C. Exhibit Update – Ziarnik.

Giants, Dragons & Unicorns, The World of Mythic Creatures Exhibit opens Nov. 16, 2024 and runs thru Feb. 2, 2025. Schedule of Events are on the website and in Footnotes.

- D. Five Year Plan

11. STANDING COMMITTEE REPORTS

- A. Executive Director Review (EDR) Liaison (President Steker)

- B. Personnel Liaison (Vice-President McCauley)

- C. Finance Liaison (Treasurer Corzine)

- D. Building & Grounds Liaison (Trustee Timm)

- E. Bylaws & Policy Liaison (Trustee Suykerbuyk)

- F. RAILS Liaison (Trustee Silcroft) Trustee Silcroft said the RAILS Bi-Annual audit is completed; accounts balanced.

G. Foundation Liaison (Trustee Caudill) Trustee Caudill stated the Foundation is working on a “Planned Giving”, will have a table during the exhibit selling items .

12. SPECIAL COMMITTEE REPORTS

13. UNFINISHED BUSINESS

14. NEW BUSINESS

A. Resolution 24-10-01 Determining Amount of Money to Be Raised By Taxation for 2025 2026 Fiscal Year (Document + Action)

Trustee McCauley moved:

“To approve Resolution 24-10-01 determining the amount of money estimated to be necessary to be raised by taxation in the amount of \$7,378,000.”

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):

B. Whistleblower Policy (Document + Action)

Trustee Silcroft moved:

“To approve 2.11 Whistleblower Policy with a reviewed and revised date of October 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):

C. Programming Policy (Document + Action)

Trustee Suykerbuyk moved:

“To approve the Program policy with an effective date of October 2024.”

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

This discussion is tabled to the November 19, 2024 Board Meeting.

D. Resolution 24-10-02 Abolishing the Liability Fund (Document + Action)

Trustee Silcroft moved:

“To approve Resolution 24-10-02 abolishing the Liability Fund of the Ela Area Public Library District as presented.”

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):

E. Mohawk Trail Sign (Document + Action)

Trustee McCauley moved:

“To approve the removal of the old sign, and the purchasing and installation of a Mohawk Trail entrance sign at a cost not to exceed \$23,000.”

Trustee Corzine 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):

F. Exhibit Related Library Closures (Document + Action)

Trustee Caudill moved:

“To approve the closure of the Library to patrons, either partially or fully, when necessary for safety during the installation and de-installation of Giants, Dragons, and Unicorns.”

Trustee Suykerbuyk 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):

G. Approval of Trustee Expense Reports (Action)

H. Building and Grounds Critical Issues (Action)

15. ADJOURN TO EXECUTIVE SESSION

A. EXECUTIVE SESSION FOR THE DISCUSSION OF PERSONNEL MATTERS BY 5 ILCS 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. ROLL CALL (If returning from Executive Session)

17. ADJOURNMENT

Adjournment at 8:55pm

Trustee Caudill moved:

“To adjourn.”

Trustee McCauley 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):

Alicia Timm, Secretary
Approved at the next Regular Meeting on November 19, 2024

Crystal Steker, President