

**Crystal Lake Public Library
Board of Trustees**

Minutes Regular Meeting – April 15, 2009

Call to Order: The Regular Meeting of the Crystal Lake Public Library Board of Trustees was called to order by President William Weller at 7:00pm.

Roll Call:

Present: Bob Cairone, John Engebretson, Alice Fellers, Carol Heisler, Eric Larsen, Brian Pappalardo, Don Peters, William Weller

Absent: Barbara Walters

Others: none

Staff Present: Kathryn I. Martens, Library Director; Karen Migaldi, Assistant Director; Jessica Mihm, Recording Secretary; Debbie Brown, Business Manager; Linda Price, Public Relations Coordinator; Pam Miller, Head of Circulation Services, Cynthia Lopuszynski, Head of Adult Services; Julie Gibson, Volunteer Coordinator

Citizen Participation: none

Board Development: Pam Miller, Head of Circulation Services and Julie Gibson, Volunteer Coordinator reported on Volunteer Program offered at the Crystal Lake Public Library. Pam Miller reported on the history of the Volunteer Program. She also passed out handouts including, the Library's volunteer procedure, volunteer application, volunteer interview form, volunteer request/assignment, volunteer needs roster, and volunteer stats 1/06-3/09. Julie Gibson reported on the process of volunteering at the Library and the different tasks volunteer work on while here.

Approval of Minutes: It was moved by Don Peters and seconded by Brian Pappalardo to approve the Minutes of the Regular Meeting of March 18, 2009.

Voice Vote: Aye-8; Nay-0; Absent-1; Motion Passed.

Committee & Board Member Reports:

PR Committee minutes from March 19, 2009 are on file.

Personnel Committee minutes from March 31, 2009 are on file.

PR Committee minutes from April 9, 2009 are on file.

Brian Pappalardo reported on the CL Library Foundation, Clay Jenkinson fundraiser. Sage Corporation donated \$1500 to the program and Merrill Lynch donated \$3000. The Foundation and the Raue are discussing the idea of a mini Expo like fair to coordinate with the Clay Jenkinson program.

Approval of Financial Reports: It was moved by Don Peters and seconded by John Engebretson to approve the Financial Report for FY 08/09 as of March 31, 2009.
Voice Vote: Aye-8; Nay-0; Absent-1; Motion Passed.

Approval of Disbursements: It was moved by John Engebretson and seconded by Don Peters to approve the disbursements in the total amount of \$254,238.78 as follows:

Operating Fund	\$74,085.02
	174,021.93
Construction & Repair	290.32
Gift & Memorial Fund	2,200.00
Ames Fund	655.51
Per Capita Funds	<u>2,986.00</u>
Grand Total:	\$254,238.78

Roll Call:

Aye: Bob Cairone, John Engebretson, Alice Fellers, Carol Heisler, Eric Larsen, Brian Pappalardo, Don Peters, William Weller
Nays: none
Absent: Barbara Walters
Motion Passed.

Communications: There were several communications in the Board Packet.

Business:

- a) **CLPL Logo:** It was moved by Don Peters and seconded by Bob Cairone to approve the new CLPL logo.
Voice Vote: Aye-8; Nay- 0; Absent-1; Motion Passed.

- b) **Trustee Recognition Event:** Barbara Walters has been serving the Library Board for 34 years, so the Board is throwing her a recognition event. The event is tentatively scheduled for August 2nd at the Crystal Lake Country Club. The Board discussed having proclamations in honor of Barbara and a nice gift like the Odyssey Cruise. There was some discussion on the event being more intimate with invites going out to current Board members, previous Board members, and library management staff.

Staff Reports:

Included in the Board packets were the Library Director's Report for April 2009 and the Statistical Reports for March 2009.

Executive Session: It was moved by John Engebretson and seconded by Don Peters to move into Executive Session under Section 2 of 5 ILCS 120/2: Paragraph (c)(1) relating to personnel at 8:20pm.

Voice Vote: Aye-8; Nay- 0; Absent-1; Motion Passed.

It was moved by Don Peters and seconded by John Engebretson to come out of Executive Session at 9:37pm.

Voice Vote: Aye-8; Nay- 0; Absent-1; Motion Passed.

It was moved by Eric Larsen and seconded by Don Peters to approve the Salary Scale Structure change, Reclassification of some positions into the new grade system, the change of Sunday pay to straight time as of September 1, 2009 and accept the changes to the insurance as presented by the City of Crystal Lake.

Roll Call:

Aye: Bob Cairone, John Engebretson, Alice Fellers, Carol Heisler, Brian Pappalardo, Don Peters, William Weller

Nays: Eric Larsen

Absent: Barbara Walters

Motion Passed.

Adjournment:

It was moved by Brian Pappalardo and seconded by Don Peters to adjourn.

Voice Vote: Aye-8; Nay- 0; Absent-1; Motion Passed.

Time: 9:42pm

Eric Larsen, Secretary