

**Crystal Lake Public Library  
Board of Trustees**

Minutes Regular Meeting – July 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 (7:01pm), Don Peters, Terri Reece, William Weller

**Absent:** none

**Others:** Marie Kaufmann and Jill Chouinard

**Staff Present:** Kathryn I. Martens, Library Director; Karen Migaldi, Assistant Director; Jessica Mihm, Recording Secretary; Debbie Brown, Business Manager; Linda Price, Public Relations Coordinator; Cynthia Lopuszynski, Head of Adult Services; Penny Ramirez, Assistant Head of Adult Services;

Brian Pappalardo arrived at 7:01pm

**Oath of Office:** Carol Heisler and Brian Pappalardo took the Oath of Office as returning members of the Board. Terri Reece took the Oath of Office as a new member of the Board.

**Citizen Participation:** none

**Board Development:** Penny Ramirez, Assistant Head of Adult Services, reported on Downloadables and Playaways. Playaways are small mp3 players with books preloaded on them. The collection started in April 2008 and we currently have 175 playaways in Adult Services and 94 in Youth Services. The popular concept about Playaways is that they are great for people who do not have a computer or an mp3 player. Downloadables come in 3 formats: audiobooks, ebooks, and videos. We currently have 10,588 downloadable books in the collection. The popular concept about downloadables are that they can be accessed 24/7.

**Approval of Minutes:** It was moved by Bob Cairone and seconded by Don Peters to approve the Minutes of the Regular Meeting of June 17, 2009.

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

**Committee & Board Member Reports:**

Carol reported on plans for Barbara Walters' retirement event on August 2, 2009 at the Crystal Lake Country Club.

Brian Pappalardo reported on the CL Library Foundation. The new officers are: Brian Pappalardo, President; Jim Wright, Vice President; Merle Buhrow, Treasurer; and Terri Reece, Secretary.

**Approval of Financial Reports:** It was moved by Eric Larsen and seconded by Don Peters to approve the Final Financial Report for FY 08/09 as of June 30, 2009.

**Voice Vote:** Aye-9; Nay-0; Motion Passed.

**Approval of Financial Reports:** It was moved by John Engebretson and seconded by Bob Cairone to approve the Financial Report for FY 09/10 as of June 30, 2009.

**Voice Vote:** Aye-9; Nay-0; Motion Passed.

**Approval of Disbursements:** It was moved by Don Peters and seconded by John Engebretson to approve the disbursements in the total amount of \$224,176.44 as follows:

Operating Fund	\$64,101.64
	159,742.55
Construction & Repair	163.00
Gift & Memorial Fund	<u>169.25</u>
Grand Total:	\$224,176.44

**Roll Call:**

**Aye:** Bob Cairone, John Engebretson, Alice Fellers, Carol Heisler, Eric Larsen, Brian Pappalardo, Don Peters, Terri Reece, William Weller

**Nays:** none

**Motion Passed.**

**Communications:** There were several communications in the Board Packet.

**Business:**

**a) FY 08/09 Annual Reports:**

1. **Illinois Public Library Annual Report:** It was moved by Don Peters and seconded by Bob Cairone to approve FY 08/09 Annual Report to the Illinois State Library and authorize appropriate officers to sign.

**Voice Vote:** Aye-9; Nay- 0; Motion Passed.

2. Kathryn I. Martens, Library Director reported on the Crystal Lake Public Library Annual Report.

**b) Working Cash – FY 08/09 Interest Transfer:** It was moved by John Engebretson and seconded by Don Peters to approve Library Resolution No. 0910-4 for the transfer of interest from working cash to operating.

**Voice Vote:** Aye-9; Nay- 0; Motion Passed.

**c) Calendar 2010:**

1. **Library Board Meetings:** It was moved Don Peters and seconded by Bob Cairone to approve 2010 Meeting Dates for the Library Board of Trustees.

**Voice Vote:** Aye-9; Nay- 0; Motion Passed.

**2. Library Closings:**

**It was moved by John Engebretson to approve the Library Closings for 2010 except for December 26 which is to be decided by the end of 2009. Motion died due to the lack of a second.**

**It was moved by John Engebretson and seconded by Don Peters to approve scheduled Library Closings for 2010 as presented with the removal of December 26, 2010.**

**Voice Vote: Aye-9; Nay- 0; Motion Passed.**

- d) Election of Officers for FY09/10: John Engebretson, Carol Heisler, and William Weller were previously appointed as the Nominating Committee for the Election of Officers for FY 09/10. The Nominating Committee has prepared a slate of officers. President William Weller opened the floor to accept other nominations.**

**It was moved by Don Peters and seconded by Terri Reece to close nominations from the floor.**

**Voice Vote: Aye-9; Nay- 0; Motion Passed.**

**It was moved by William Weller and seconded by Don Peters to elect the following slate of officers:**

<b>President:</b>	<b>Carol Heisler</b>
<b>Vice-President:</b>	<b>John Engebretson</b>
<b>Treasurer:</b>	<b>Eric Larsen</b>
<b>Secretary:</b>	<b>Bob Cairone</b>

**Voice Vote: Aye-9; Nay- 0; Motion Passed.**

- e) Revised Bank Resolutions: It was moved John Engebretson and seconded by Eric Larsen to approve Library Resolution 0910-5 Bank Resolutions.**

**Voice Vote: Aye-9; Nay- 0; Motion Passed.**

**Staff Reports:**

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

**Adjournment:**

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

**Voice Vote: Aye-9; Nay- 0; Motion Passed.**

**Time: 9:09pm**

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Eric Larsen, Secretary