

**Crystal Lake Public Library
Board of Trustees**

Minutes Regular Meeting – July 16, 2008

Call to Order: The Regular Meeting of the Crystal Lake Public Library Board of Trustees was called to order by President William Weller at 7:01pm.

Board Development: Kathryn I. Martens, Library Director demonstrated, WebFeat, a new research tool for the Crystal Lake Public Library. WebFeat is an online federated search engine, which allows the patron to do simultaneous searches on multiple databases. WebFeat is located under Research Tools on the Library website.

Oath of Office: Bob Cairone, Alice Fellers, and William Weller took the Oath of Office.

Roll Call:

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

Absent: Brian Pappalardo

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

Approval of Minutes: It was moved by Don Peters and seconded by Alice Fellers to approve the Minutes of the Regular Meeting of June 18, 2008.

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

Citizen Participation: none

Committee & Board Member Reports:

John Engebretson reported on the Facilities Committee Meeting from July 9, 2008. He reported that there have been no new inquiries regarding renting 17 McHenry Ave. The Committee had discussed possibly lowering the rent to \$1200.00. Kim Martens reported that as of today, Paul Wells, Agent, has a possible prospect for renting 17 McHenry Ave at \$1495.00.

Don Peters reported on the Clay Jenkinson event ticket sales. Ninety tickets have been sold for the Friday performance and forty tickets for the Saturday performance. Don Peters also reported that the CL Foundation is still looking for additional sponsors.

Don Peters reported on the Friends of the Crystal Lake Library. There is another Market Day sale for the Friends in August and the forms are by the self check machines in the Circulation & Youth Services Departments.

Approval of Financial Reports: It was moved by Barbara Walters and seconded by John Engebretson to approve the Financial Report for FY 07/08 as of June 30, 2008.

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

Approval of Financial Reports: It was moved by John Engebretson and seconded by Bob Cairone to approve the Financial Report for FY 08/09 as of June 30, 2008.

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 \$102,507.29 as follows:

| | |
|-----------------------|---------------------|
| Operating Fund | \$70,668.75 |
| | 4,465.58* |
| Construction & Repair | 75.36 |
| Gift & Memorial Fund | 2,608.30 |
| | 3,231.96* |
| Ames Fund | 995.13 |
| Per Capita Funds | 3,390.00 |
| | 17,072.21* |
| Grand Total: | \$102,507.29 |

Roll Call:

Aye: Bob Cairone, John Engebretson, Alice Fellers, Carol Heisler, Eric Larsen, Don Peters, Barbara Walters, William Weller

Nays: none

Absent: Brian Pappalardo

Motion Passed.

Communications:

There were several communications in the Board Packet.

Business:

A) FY 07/08 Annual Reports:

- 1. IPLAR: Illinois Public Library Annual Report:** It was moved by Don Peters and seconded by Eric Larsen to approve FY 07/08

Annual Report to Illinois State Library and authorize the Board President and Secretary to sign the document.

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

2. Crystal Lake Public Library Annual Report: the Library Board reviewed and discussed the annual report in detail.

B) Working Cash – FY 07/08 Interest Transfer: It was moved by Barbara Walters and seconded by John Engebretson to approve Library Resolution No. 0809-4 for the transfer of interest from working cash to operating.

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

C) 2009 Calendars:

1. Library Board Meeting for 2009: It was moved by John Engebretson and seconded by Don Peters to approve the 2009 Meeting date for the Library Board of Trustees and to add an additional meeting for budget consideration on December 3, 2008.

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

2. Library Closings 2009: It was moved by Don Peters and seconded by John Engebretson to approve the scheduled Library closings for 2009 with the exception that the Library will be open on December 26 & 27, 2009.

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

D) Community Survey: It was moved by Eric Larsen and seconded by Alice Fellers to empower the PR Committee to work with the Library Survey Consultants to conduct a mail survey to 1/3 of Crystal Lake residents using FY07/08 Per Capita Grant funds and to authorize the Library Board President to sign necessary documents.

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

E) Election of FY08/09 Officers: the slate of FY 08/09 officers were considered as presented by the Nominating Committee. Nominations from the floor were invited at this time.

1. It was moved by Don Peters and seconded by Barbara Walters to close the nominations from the floor.

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

2. It was moved by Barbara Walters and seconded by Don Peters to approve the slate of candidates presented by the Nominating Committee as follows:

Board President: William Weller

Board Vice President: Brian Pappalardo

Board Treasurer: John Engebretson

Board Secretary: Eric Larsen

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

Other Business: none

Staff Reports:

Included in the Board packets was the Statistical Reports for June 2008.

Adjournment:

It was moved by Don Peters and seconded by Alice Fellers to adjourn.

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

Time: 9:15pm

Eric Larsen, Secretary