

CARY AREA PUBLIC LIBRARY DISTRICT
BOARD MEETING
Thursday, November 13, 2014

MINUTES

1. **Call to order** - Library Board President Mary Patterson called the meeting to order at 7:00 p.m.
2. **Roll call** - Present were Library Trustees Tom Garvin, Barb Kalchbrenner, Scott Migaldi, Margaret Myers, Mary Patterson and Lisa Stiegman. Also present were Library Directory Diane McNulty, Administrative Services Manager Karen Long and auditor Susan L. Coen.
3. **Approval of board minutes from:**
 - a. **Regular Board meeting October 9, 2014** - the minutes from October 9, 2014 were reviewed. Motion by Myers to approve the minutes; seconded by Garvin.
4. **Communications**
 - a. **Levy hearing** - no members of the public were present for the hearing.
5. **Treasurer's report** - Kalchbrenner reported the library opened month with \$3,406,700. Lake and McHenry taxes received; those are almost done. Personal Property Replacement Tax payment of \$2,549.36, \$650.00 impact fee and patron donation of \$35.00. Closed month with balance of \$3,289,000. Motion to accept the treasurer's report made by Stiegman, seconded by Kalchbrenner. On roll call all ayes, motion approved.
6. **Approval of bills**
 - a. **October 2014** - Kalchbrenner presented the board with bills totaling \$211,971.11. Larger checks included \$1,050.00 to Sue Coen for balance of audit, \$1,286.85 to Sterling Services for carpet cleaning. Myers motioned to approve, Stiegman seconded. On roll call all ayes, motion approved.
7. **Librarian's report**
 - a. **October statistics**
 - b. **Dept. news**
 - c. **Director's report**
8. **Unfinished Business**
 - a. **Discuss architectural firms** - Diane has 3 firms on her list. Engbert/Anderson, Dewberry and Jamie Zaura who did our sidewalk plans and is now on her own (formerly with Sente & Rubel). She will try to set up appointments to have them come do their pitch. Will do as a Committee of the Whole meeting most likely in February. Diane will put out some dates and book them one per meeting.

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9. New business

- a. **Discuss and accept the audit for FY 2013/2014** – Presented by Susan Coen. Still have 2 funds in the negative but are being addressed in upcoming levy's. While assessed values are going down (pgs. 24/25) we adjust the rates for the individual funds to try to get the funds out of the negative. She reminded the board that the new GASB requirement will show the pension liability in next year's financial statements as a liability. Myers motioned to accept the audit; Garvin seconded. On roll call all ayes, motion approved.
- b. **Discussion and approval of Ordinance No. 14-11-1, An Ordinance Levying Taxes for Library Purposes for the Fiscal Year 2014/2015** – Aggregate total \$2,009,800.00 to be approved. Motion to approve made by Myers, seconded by Kalchbrenner. On roll call all ayes, motion approved.
- c. **Discussion and approval of changes to DVD fines** – requested from the Circulation staff. Now that we have allowed unlimited checkouts it can be costly if they have 10 – 15 out even one day late at a dollar a day. Still have a few items like the PlayAway views, video games and science kits at the higher rate but most DVDs cost less than some books. Our threshold is \$5 for the DVDs and books. Will be advertising a half price day on DVDs and book sales for Black Friday and will offer half off a fine. If someone complains down the road give the staff the ability to take it off.

10. Any and all other business the Board may wish to discuss – Scott visited Downers Grove library and saw the 3M sorter. Diane also put in application through RAILS for a 3D printer. Lisa also visited Palos Heights which had been recently renovated.

11. Adjourn – the meeting adjourned at 8:45 p.m.

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Director's Report

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 - b. **From Diane** – Integrys Energy purchased by Constellation New Energy. Village will be clearing some sidewalks and paths of snow (may be doing section in front of the library). Jan's notes from ILA.
5. **Treasurer's report** – Kalchbrenner reported the library opened month with \$3,406,700. Lake and McHenry taxes received; those are almost done. Personal Property Replacement Tax payment of \$2,549.36, \$650.00 impact fee and patron donation of \$35.00. Closed month with balance of \$3,289,000. Motion to accept the treasurer's report made by Stiegman, seconded by Kalchbrenner. On roll call all ayes, motion approved.
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7. **Librarian's report**
 - a. **October statistics** – self check numbers still going up, patrons like that it's quick and can pay their fines at it via credit card. Circulation numbers were still down. More weeding; most in Adult Non-Fiction. Also weeding CD's to make room for the games to get rid of the big display unit they are in.
 - b. **Dept. news** - 4th grade visits are finished. Doing some storytimes at the daycare centers. Several Info staff met with staff from Three Oaks Assisted Living for coordination of programs. Also weeding the PlayAways since patrons seem to prefer the CD's. Diane is proposing donating the weeded PlayAways to the high school to use with their students. Have designed a new library card that we will be starting to hand out in January.
 - c. **Director's report**