

**CARY AREA PUBLIC LIBRARY DISTRICT  
BOARD MEETING  
Thursday, December 11, 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, Margaret Myers, Mary Patterson and Jan Polep. Also present were Library Director Diane McNulty and Administrative Services Manager Karen Long.
3. **Approval of board minutes from:**
  - a. **Regular Board meeting November 13, 2014** - the minutes from November 13, 2014 were reviewed. Motion to approve by Myers, seconded by Garvin. All ayes, Polep abstained.
4. **Communications**
5. **Treasurer's report, Barbara Kalchbrenner** - In the absence of Kalchbrenner, Long presented the Treasurer's report. The library opened the month with \$3,289,000.00. Taxes from McHenry Co. (\$8,304.14) and Lake Co. (\$507.12) were received. Per the audit the transfer to the Liability Fund of \$10,000 is reflected in the fund balances along with this year's transfer of \$10,000 to the Unemployment Fund. Both transfers came from the Library Fund. Month ended with a balance of \$3,174,100.00. Myers motioned to approve, Garvin seconded. On roll call all ayes, motion approved.
6. **Approval of bills**
  - a. **November 2014** - Long presented the board with bills, transfer and payroll totaling \$256,753.22. Larger bills included \$7,721.97 to Call One for the monthly billing and balance of phone upgrade charges, \$250.00 to Team Software for program that creates slideshows for TV over Circ desk. Paid \$1,292.68 to EBSCO for additional Flipster titles, \$2,248.97 to C.L. Graphics for winter newsletter and \$150.00 to Innovation Experts for the renewal of the Museum Pass program. Motion to approve made by Garvin, seconded by Polep. On roll call all ayes, motion approved.
7. **Librarian's report**
  - a. **November statistics** – the month's statistics were presented.
  - b. **Dept. news**
  - c. **Director's report**
8. **Unfinished Business** - There was no unfinished business discussed.
9. **New business** - There was no new business discussed.

10. **Any and all other business the Board may wish to discuss** - Open house for art exhibit went well. Was noisy but good attendance from parents and friends of the students. Question from Jan about paperwork to be filed with trustee position. First day to turn in petitions is Monday, December 15. Our holiday giving project for the Head Start kids went well; over 67 kids will get a toy and outfit of clothing.

11. **Adjourn** - Myers motion to adjourn; Polep seconded. The meeting adjourned at 7:55 p.m.

Respectfully submitted,

  
\_\_\_\_\_  
Administrative Services Manager

Reviewed by,

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Secretary