

CARY AREA PUBLIC LIBRARY DISTRICT

BOARD MEETING

Thursday, September 11, 2014

MINUTES

1. **Call to order** - Library Board President Mary Patterson called the meeting to order at 7:02 p.m.
2. **Roll call** - Present were Library Trustees Tom Garvin, Margaret Myers, Mary Patterson, Jan Polep and Lisa Stiegman. Also present were Library Director Diane McNulty and Administrative Services Manager Karen Long.
3. **Approval of board minutes from:**
 - a. **Regular Board meeting August 14, 2014** - the minutes from the regular board meeting on August 14, 2014 were reviewed. Motion by Garvin to approve; Stiegman seconded. Myers abstained.
 - b. **Committee of the Whole Strategic Plan Review August 14, 2014** – the minutes from the Committee of the Whole Meeting on August 14, 2014 were reviewed. Correction to word to in #3. Motion to approve as corrected by Polep, seconded by Stiegman. Myers abstained.
4. **Communications**
5. **Treasurer's report** - Karen Long presented the report. Month opened with \$2,825,100.00. Taxes received from McHenry County were \$173,412.891 and from Lake total of \$2,126.18. Personal Property Replacement Tax received \$276.66 and one Non-Resident fee of \$92.62. Month ended with a balance of \$2,866,300.00. Motion to approve by Myers, seconded by Garvin. All ayes, motion approved.
6. **Approval of bills**
 - a. **August 2014** - Long presented the board with the August bills. Larger bills included \$5,902.88 deposit to Call One for the upgrade to phone system, \$2,700.00 for the Value Line online database renewal and a partial payment of \$3,575.00 to Sue Coen for the audit. Total to be approved is \$240,285.80. Myers motioned to approve paying the bills, Polep seconded. On roll call all ayes, motion approved.
7. **Librarian's report**
 - a. **August statistics**
 - b. **Dept. news**
 - c. **Director's report**
8. **Unfinished Business** - there was no unfinished business discussed.

9. New business

- a. **Discussion and approval of FY 2015 per capita grant application** - we had reviewed several of the chapters listed in past few months, we comply with the percentage of budget spent on materials. We do have to review the collection policy this year. Several of the board members attended the EDGE initiative webinar along with Diane. We also did the SWOT analysis. Grant is all electronic and no signatures are required. Myers motioned to approve the annual per capita grant, Garvin seconded. All agreed.

- 10. Any and all other business the Board may wish to discuss** - Information about petition packets from a webinar Diane attended from Lake County. We have 4 positions up for board members. Diane has to have the packets ready by Sept. 23. Filing date is Dec 15th to 22nd. Discussed finalizing Sunday summer hours for promotion materials and wanted to determine whether we would do summer Sunday's in summer 2015? Board would like to try it this year. Discussed going out to bid for auditors.

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

Respectfully submitted,


Administrative Services Manager

Reviewed by,

Secretary