

CARY AREA PUBLIC LIBRARY DISTRICT
BOARD MEETING
Thursday March 12, 2015

MINUTES

1. **Call to order** - Library Board President Mary Patterson called the meeting to order at 7:01 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 Assistant Karen Long. Trustee Scott Migaldi was present via telephone.
3. **Approval of board minutes from:**
 - a. **Regular Board meeting on February 12, 2015** - the minutes from February 12, 2015 were reviewed. Stiegman motioned to approve, Polep seconded. On roll call Myers and Migaldi abstained; Garvin, Patterson, Polep and Stiegman aye. Motion approved.
 - b. **Committee of the Whole meeting on February 19, 2015** - the minutes from February 19, 2015 were reviewed. Garvin motioned to approve, Patterson seconded. On roll call Myers, Polep, and Stiegman abstained; Garvin, Migaldi and Patterson aye. Motion approved.
 - c. **Committee of the Whole meeting on February 26, 2015** - the minutes from February 26, 2015 were reviewed. Stiegman motioned to approve, Polep seconded. Myers abstained; Garvin, Migaldi, Patterson, Polep and Stiegman aye. Motion approved.
4. **Communications**
5. **Treasurer's report** - In the absence of Kalchbrenner, Karen Long presented the report. The month opened with a balance of \$2,887,400.00. No more tax receipts until May. Interest is half of yearly projection and Fines are still down due to change in fines on DVDs. All spending is on track. The month closed with a balance of \$2,764,100.00. Motion to accept the treasurer's report made by Myers, Polep seconded. On roll call all ayes, motion approved.
6. **Approval of bills**
 - a. **February 2015** - Long presented the board with bills, transfers and payroll totaling \$240,967.64. Larger bills included \$4,045.00 for the renewal of the Boopsie app, \$2,248.97 to C.L. Graphics for spring newsletter, \$2,975.00 to E. Carlson for snow plowing and salting, \$1,195.00 for renewal of the Peek-A-Book software, \$1,599.00 to 3M for the Command Center Kiosk software and \$1,318.85 to Sterling Services for the quarterly carpet cleaning. Motion by Myers to approve paying the bills, seconded by Garvin. On roll call Migaldi abstained; Garvin, Myers, Patterson, Polep and Stiegman aye. Motion approved.

7. Librarian's report

- a. February statistics
- b. Dept. news
- c. Director's report

8. Unfinished Business

- a. **Discuss auditor proposals and select an auditor** - Diane had a comparison chart from the auditor interviews with pricing. After discussion it was determined to hire Lauterbach and Amen to do the FY 14/15 audit. Motion to accept the proposal and enter into a contract to provide auditing services for the FY 14/15 made by Polep, seconded by Garvin. On roll call Myers abstained; Garvin, Migaldi, Patterson, Polep and Stiegman aye.

9. New business

- a. **Follow-up on the C-G Community Showcase Saturday, March 7, 2015** – Those that worked the booth felt there were fewer businesses involved and fewer attendees than previous years. Diane has offered to be on a focus group with the Chamber on how to make the Showcase better.

10. Any and all other business the Board may wish to discuss – Community meal.org, a not for profit, are looking for members from the library to attend one of the upcoming meals to go around the tables and talk up our services, answer questions, etc. Diane will be scheduling architect interviews; will be working on weeks of March 23 and 30th.

11. Adjourn - the meeting adjourned at 7:58 p.m.

Respectfully submitted,



Administrative Services Manager

Reviewed by,

Secretary

**CARY AREA PUBLIC LIBRARY DISTRICT
BOARD MEETING
COMMITTEE OF THE WHOLE
Tuesday, March 31, 2015**

MINUTES

1. Call to order, committee chair – Chair Mary Patterson called the meeting to order at 7:30 p.m.
2. Roll call – Present were Library Trustees Tom Garvin, Barb Kalchbrenner, Margaret Myers, Mary Patterson, Jan Polep and Lisa Stiegman. Also present were Library Director Diane McNulty and Administrative Services Manager Karen Long.
3. Interview architectural firm, Engberg Anderson - Joe Huberty and associates Shaun and Sarah came to present what they have done with other libraries. Shaun is onsite project manager and Sarah is their interior designer. Their firm has done other libraries including Barrington, Lemont, Crystal Lake, Highland Park and Gail Borden's Rakow branch. Diane had a list of questions she submitted to each firm and their presentation addressed those specific concerns of the board.
4. Any and all other business the Board may wish to discuss – no other business was discussed.
5. Adjourn – Meeting adjourned at 8:35 p.m.

Respectfully submitted,


Administrative Services Manager

Reviewed by,

Chair

