

**CARY AREA PUBLIC LIBRARY DISTRICT  
BOARD MEETING  
Thursday, October 8, 2015**

**MINUTES**  
**Corrected 11/16/15**

1. **Call to order** - In the absence of the Library Board President and Vice President the Treasurer Barb Kalchbrenner called the meeting to order at 6:34 p.m.
2. **Roll call** - Present were Library Trustees George England, Barb Kalchbrenner, Kelly Kuningas, Teresa Sigsworth and Lisa Stiegman. Also present were Library Director Diane McNulty, Administrative Services Manager Karen Long. Also present were JT McNutt, Joe Huberty, Shaun Kelly and Alice Majka.
3. **Approval of board minutes from:**
  - a. **Regular Board meeting September 10, 2015** - the minutes from September 10, 2015 were reviewed. Motion to approve made by Sigsworth, seconded by Kuningas. On roll call all ayes. Motion approved.
  - b. **Minutes from COW meeting** – item was missing from agenda so it was deferred to the November meeting.
4. **Unfinished Business**
  - a. **Discuss renovation plans and approve a project budget** – Joe, Shaun and JT from Shales McNutt had preliminary pricing for the project. Discussion on what needs to be done to the building and then what can we change to make space more inviting for patrons and function better for staff. Bottom line at this point is \$2,390,740.00 with an additional \$185,000.00 in priority 2 costs and \$413,000 in priority 3 costs. We have appropriated \$1,400,000.00 for this fiscal year. Diane made the suggestion that a loan could be taken out to help cover the costs. Diane will contact Ehlers to set up a meeting after she gets back from ILA.
5. **New business**
  - a. **Discuss and accept the FY 2014/2015 audit** – Presentation by Erin from Lauterbach & Amen. She went through the sections of the audit; overall opinion is the library is doing everything correctly. The new GASB requirements to show pension liability as part of the audit has added several more pages than in past years. Motion to accept the audit for FY 14/15 made by Stiegman, seconded by Sigsworth. On roll call all ayes, motion approved.
6. **Communications** – No other communications were presented.
7. **Treasurer's report** – Kalchbrenner reported the library opened with a balance of \$3,149,800.00. Taxes were received from both counties, interest is still a little more than anticipated. Closed with balance of \$3,681,200.00. Motion to accept the treasurer's report made by Stiegman, seconded by Sigsworth. On roll call all ayes, motion approved.

**8. Approval of bills**

- a. **September 2015** – Kalchbrenner presented the board with checks, payroll and transfers. Larger bills included \$4,300.00 to Lauterbach & Amen for the audit, \$1,659.57 to CDW Government for the new domain server, \$1,910.00 to RTM for the engineer inspection of the building, Rob Zschernitz’s quarterly payment and \$2,750.00 for the Valueline renewal. Total to approve \$274,998.34. Motion to pay the bills made by Sigsworth, seconded by Kuningas. On roll call all ayes, motion approved.

**9. Librarian’s report**

- a. **September statistics**
- b. **Dept. news**
- c. **Director’s report**

**10. New business**

- a. **Discussion and approval of Resolution No. 15-10-A a resolution determining amount of money estimated to be necessary to be raised by taxation for the 2015/2016 fiscal year** - Diane reported this is what we have to publish in the paper with the black border. We are asking for 8.75% percent increase, might get around \$1.9 million (2%) over last year. Has been reviewed by the attorney. Motion to accept made by Stiegman, Sigsworth seconded.

**11. Any and all other business the Board may wish to discuss** - Diane will try to contact Steve Larsen at Ehlers to have a meeting end of the month to discuss financing options.

**12. Adjourn** - the meeting adjourned at 8:29 p.m.

Respectfully submitted,

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Administrative Services Manager

Reviewed by,

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Secretary