

**CARY AREA PUBLIC LIBRARY DISTRICT  
BOARD MEETING**

**Thursday, April 13, 2017**

**Minutes**

1. **Call to order** - Library Board President Jan Polep called the meeting to order at 7:00 p.m.
2. **Roll call** - Present were Library Trustees George England, Barb Kalchbrenner, Scott Migaldi, Margaret Myers, Jan Polep, Teresa Sigsworth and Lisa Stiegman. Also present were Library Director Diane McNulty, Head of Support Services Karen Long and Head of Public Services Mona Reynolds and Jason Pinshower.
3. **Approval of regular board minutes from:**
  - a. **Regular Board meeting, March 9, 2017** - The minutes from March 9, 2017 were reviewed. Motion by Migaldi, seconded by Kalchbrenner to approve the minutes. All ayes, Migaldi abstained.
4. **Communications**
  - a. **Per capita grant** - Library has been notified by the state we will be receiving \$21,930.55. Rate of .77644 per resident.
5. **Treasurer's Report** - Kalchbrenner reported the library opened with a balance of \$1,679,200.00. Received \$150 from McHenry County for being an election site and \$291.06 in Non-resident fees. Month closed with a balance of \$1,521,100.00. Motion by Myers to approve the Treasurer's report, seconded by Sigsworth. On roll call all ayes, motion approved.
6. **Approval of bills**
  - a. **March 2017** - Kalchbrenner presented the board with bills, payroll and transfers totaling \$327,584.20. Paid Automatic Fire Systems \$531.00 for quarterly inspection, \$2,835.06 to Sentry Security for reinstallation of door access controls, \$1,844.56 to Hargrave Builders for additional door stops and \$250.00 to the Cary Grove Chamber for cruise night sponsorship. Motion by Myers to approve paying the bills, seconded by England. On roll call all ayes, motion approved.
7. **Librarian's report**
  - a. **March statistics**
  - b. **Department news**
  - c. **Director's report** - Diane completed the grant final report, submitted the beginning paperwork for Erate for FY17/18, submitted the LACONI salary survey and continuing on the policy updates.

**8. Unfinished business**

- a. **Review Sections 4, and 5 of the bylaws and policy** - due to changes in sections 2 and 3 the numbers have switched to 5 and 6 for review tonight. Whole document overall needs to have a better flow; Scott offered to do an editorial edit. Services is now #5 and Facilities is now #6. Took a lot of “can’t do/behaviors” out of the policy and make it procedure. All items reviewed will be corrected and Diane will send out again before the next meeting.

**9. New business** - no new business was discussed.

**10. Any and all other business the Board may wish to discuss** - received some nice positive comments from patrons about the changes made to the library.

**11. Adjourn** - Kalchbrenner motioned to adjourn, England seconded. The meeting adjourned at 9:09. p.m.

**Respectfully submitted,**

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**Head of Support Services**

**Reviewed by,**

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**Secretary**