

**CARY AREA PUBLIC LIBRARY DISTRICT**  
**BOARD MEETING**  
**Thursday, May 13, 2021**

**MINUTES**

1. **Call to order** - In the absence of Board President Jan Polep, Vice President Scott Migaldi called the meeting to order at 7:01 p.m.
2. **Roll call** - Present via Zoom were Library Trustees Jean Ciura, Tom Garvin, Scott Migaldi, Jason Pinshower and Allison Richmond. Present in the library were Teresa Sigsworth, newly elected trustee Christina Rank along with the Executive Director Diane McNulty, Assistant Director of Support Services Karen Long and Assistant Director of Public Services Mona Reynolds.
3. **Approval of board minutes from:**
  - a. **Regular Board meeting April 8, 2021** - the minutes from the regular board meeting on April 8, 2021 were reviewed. Correction to item 9b: Ordinance No. 21-04-01 should be 21-03-01. Motion made by Pinshower to approve the minutes as amended, Sigsworth seconded. On roll call all ayes, motion approved.
4. **Communications** - Updated CDC guidance on 5/13/21 that less mask wearing for indoors has been approved. Waiting on the Illinois Department of Health and McHenry County health department to weigh in. May keep mask mandate in place until more children are vaccinated. Will be bringing to June meeting a change to the policy regarding the age of children allowed in the library by themselves. We changed the policy last summer in relation to COVID and will need to revisit it. Board willing to give Diane the latitude to change the mask policy before the next meeting.
5. **Treasurer's report** - Pinshower reported the library opened with a balance of \$2,268,585.31. Received \$5,499.55 in Personal Property Replacement Taxes. The library closed the month with a balance of \$2,151,922.10. Motion to approve the Treasurer's Report made by Garvin, seconded by Sigsworth. On roll call all ayes, motion approved.
6. **Approval of bills**
  - a. **April 2021** - Pinshower presented the board with bills, transfers and payroll totaling \$280,202.50. Paid \$2,340.00 to A. Leon Landscaping for spring cleanup and mulching, \$1,070.00 to HR Source for annual membership, \$1,450.00 to the Barn Nursery for new bushes and the quarterly billing of \$15,110.00 to Cooperative Computer Services. Motion to approve paying the bills made by Sigsworth, seconded by Garvin. On roll call all ayes, motion approved.
7. **Statistics and Reports**
  - a. **April statistics** - April 2020 was fully closed. Looking back, April 2019 had 520 more items checked out than April 2021.

- b. **Dept. news** - more programs this month, more foot traffic in the building. Added some chairs to tables and started accepting passports again. Friends will be having their book sale May 20 to 22. Will open up 2 of the study rooms in June, add Sunday hours in July.
- c. **Strategic Plan report** -

**8. Unfinished Business**

a. **Annual Intergovernmental Agreement for driveway** - this agreement has not changed since last year. We have the agreement with District 26 to use our back lot for bus driveway access. They are required to maintain the driveway and landscaping. Motion to approve the agreement made by Garvin, seconded by Ciura. On roll call all ayes, motion approved.

**9. New business**

a. **Discuss and approve Resolution Amending building plan and estimating funds and setting meeting for determination of financing** - the Capital Building plan approved in April has to be updated to include the pending sprinkler repair. Had the amount of \$15,000 in previous building plan and now It's estimated at \$150,000. This item is not required to be bid since it is an emergency repair. This resolution will be published now; final amount will be approved next month. Motion to approve Resolution No. 21-5-A to amend the building plan made by Pinshower, seconded by Sigsworth. On roll call all ayes, motion approved.

b. **Swearing in of new library trustees** - Jan Polep was absent; she will be sworn in next month. Tom Garvin, Christina Rank and Teresa Sigsworth were sworn in by Vice President Scott Migaldi.

c. **Acknowledgment of departing trustee** - Allison Richmond was thanked for her participation on the board for the past 6 years.

**10. Any and all other business the Board may wish to discuss** - no other business was discussed.

**11. Adjourn** - Motion made by Garvin to adjourn, seconded by Sigsworth. The meeting adjourned at 7:39 p.m.

Respectfully submitted,

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Assistant Director of Support Services

Reviewed by,

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Secretary