

CARY AREA PUBLIC LIBRARY DISTRICT - BOARD MEETING

Thursday, June 13, 2024

7:00 PM

Cary Area Library

1606 Three Oaks Road

MINUTES

1. Call to order, Board President Jan Polep, called the meeting to order at 7:00 PM.
2. Roll call, Secretary- Present were Library Trustees: Tom Garvin, Jan Polep, Christina Rank and Lisa Stordahl. Also present were Executive Director Mona Reynolds, Assistant Director Becky Oberhauser and Administrative Services Manager Dawn Ferree. Absent: Gayle Booth and Theresa Hart. Scott Migaldi attended virtually by Zoom call due to work obligations.
3. Approval of board minutes from:
 - a. Finance Committee of the Whole meeting, May 9, 2024: The minutes from the Finance Committee of the Whole meeting of May 9, 2024 were reviewed. Motion to approve the minutes made by Stordahl, 2nd by Rank. All ayes, motion approved. Both Garvin and Migaldi abstained.
 - b. Regular meeting May 9, 2024: The minutes from the regular Board Meeting of May 9, 2024 were reviewed. Motion to approve the minutes made by Stordahl, 2nd by Rank. All ayes, motion approved. Both Garvin and Migaldi abstained.
4. Communications:
 - a. Public Comment: None.
 - b. Correspondence:
 - a. Attorney letters addressing budget concerns were distributed to all trustees via e-mail and hard copies were distributed to those attending the meeting as well.
 - b. The Library received notification that they will be receiving \$40,475.16 for this year's per capita grant.
 - c. Save the date: If any Board member is interested in attending the August 17, 2024 appreciation picnic for local officials at the Illinois State Fair from 12-2, let Reynolds know.
5. Treasurer's report:
 - a. May 2024, Treasurer Stordahl reported that the library opened the month with \$2,646,286.77 and closed with \$2,504,717.04. The Library received \$54,486.40 in McHenry County Property Taxes and \$9,069.36 in Lake County Property Taxes this month for a total of \$63,555.76. Revenues of \$1,925.00 came from passport income and \$2,420.81 in PPRT. Motion to approve the treasurer's report made by Stordahl, 2nd by Garvin. On roll call, all ayes, motion approved.
6. Approval of bills:
 - a. May 2024, Treasurer Stordahl reported that the total approval of bills, transfers and payroll through June 13, 2024 was \$499,608.90.
 - b. Bills paid included \$6,541.37 to Ingram Library Services and \$14,876.00 to CCS. Motion to approve May bills made by Rank, 2nd by Garvin. On roll call, all ayes, motion approved.
7. Statistics and Reports:
 - a. May statistics: See open.gov for statistics. Oberhauser reviewed statistics.

- b. Department news: Youth services attended Open Houses at Briargate, Three Oaks and Deerpath this past month and interacted with hundreds of families. They also visited eighth grade classes at Cary Jr High to promote summer reading and hosted the Cary-Grove Independent Living class for a library tour.
 - c. Executive Director's report: Reynolds covered items she has been working on this past month as outlined in her report. This included the budget and working on staff reviews.
 - d. Staff presentation: Andi from Youth Services presented information on the Library's Seed Library. With great enthusiasm, she went into details on how the program works including procedures for ordering and receiving seeds. The program has become popular with patrons and now includes e-newsletters specific to the Seed Library. A total of 181 orders were filled this year and 159 patrons have signed up for the Seed Library e-newsletter. With patron's feedback, some changes will be made to make seed ordering and distribution even easier in the future. Other seed companies in addition to Seed Savers Exchange will be considered as suppliers to the Library for next year. A seedling swap is also being considered for next year. Trustees were impressed with the thought and planning that went into running the Seed Library this year.
8. Unfinished Business:
- a. Discuss and decide: Budget for FY 2024-2025: A motion was made by Stordahl to approve F24/25 budget Draft 4, 2nd by Rank. On roll call, all ayes, motion approved.
9. New business:
- a. Discuss and decide: Ordinance 24-06-01 Setting schedule of regular meetings. A motion was made by Rank to approve Ordinance 24-06-01 Setting the schedule of regular meetings, 2nd by Stordahl. All ayes, motion approved.
 - b. Discuss and decide: Ordinance 24-06-02 Appointing Attorney. A motion was made by Rank to approve Ordinance 24-06-02 Appointing Attorney with the continued appointment of our attorney Bob Smith until his retirement, 2nd by Garvin. All ayes, motion approved.
 - c. Discuss and decide: Ordinance 24-06-03 Appointing Auditor. A motion was made by Stordahl to approve Ordinance 24-06-03 Appointing Auditor with the continued appointment of Lauterbach and Amen, 2nd by Rank. All ayes, motion approved.
 - d. Discuss and decide: Ordinance 24-06-04 Appointing Bookkeeper. A motion was made by Rank to approve Ordinance 24-06-04 Appointing Bookkeeper with the continued appointment of AMCO Services, 2nd by Garvin. All ayes, motion approved.
 - e. Discuss and decide: Ordinance 24-06-A Authorizing Public Library District Non-Resident Cards for FY2024-2025. A motion was made by Stordahl to approve Ordinance 24-06-A Authorizing Public Library District Non-Resident Cards, 2nd by Garvin. All ayes, motion approved.
 - f. Discuss and decide: Ordinance 24-06-B Amending Building Plan and Estimating Funds and Setting Meeting for Determination of Financing. A motion was made to approve Ordinance 24-06-B Amending Building Plan and Estimating Funds and Settling Meeting for Determination of Financing by Rank, 2nd by Garvin. On roll call all ayes, motion approved.
 - g. Discuss and decide: Review (January-June 2024) and pre-approve Executive Director and Trustee Expenses (July-December 2024) A motion was made to pre-approve Executive Director and Trustee Expenses (July-December 2024) by Garvin, 2nd by Stordahl. On roll call, all ayes. Motion approved.
 - h. Discuss and decide: Close at 5 pm on July 3, 2024 A motion was made by Garvin to close at 5 pm on July 3, 2024, 2nd by Rank. All ayes, motion approved.
10. Any and all other business the Board may wish to discuss: Stordahl brought up fundraising for Diane's Luminary Award. Resident Siobhan McCullough was asked to introduced herself, she is considering running for a position on the Board and came to observe the meeting.

11. Adjourn- A motion to adjourn the meeting was made by Rank, 2nd by Stordahl. All ayes, motion approved. Meeting adjourned at 8:17 PM.

Respectfully submitted,

Secretary