

## CARY AREA PUBLIC LIBRARY DISTRICT - BOARD MEETING

Thursday, October 10, 2024

7:00 PM

Cary Area Library

1606 Three Oaks Road

MINUTES

1. Call to order, Board Vice President, Scott Migaldi, called the meeting to order at 7:01 PM.
2. Roll call, Secretary- Present were Library Trustees: Gayle Booth, Tom Garvin, Scott Migaldi, Christina Rank and Lisa Stordahl. Also present was Executive Director Mona Reynolds. Present remotely by zoom call: Theresa Hart and Jan Polep. Polep left the meeting at 8 pm. From the public, Siobahn McCullough and Rachel Shattuck attended the meeting.
3. Approval of board minutes from:
  - a. Regular meeting September 12, 2024: The minutes from the regular Board Meeting of September 12, 2024 were reviewed. Motion to approve minutes made by Stordahl, 2nd by Garvin. All ayes, motion approved. Rank abstained.
4. Communications:
  - a. Public Comment: None.
  - b. Correspondence:
    - i) The ILA Legislative Meet-up is scheduled for December 4th from 8-10 at the Hilton Chicago Northbrook Let Reynolds know if you are interested in attending.
    - ii) Reynolds updated the Board on the status of other libraries in terms of their policies with card access to students and minors. She will continue to keep the Board informed of on-going developments.
5. Treasurer's report:
  - a. September 2024, Treasurer Stordahl reported that the library opened the month with \$3,374,606.49 and closed with \$4,203,210.24. The Library received \$937,568.09 in McHenry County Property Taxes and \$46,993.32 in Lake County Property Taxes this month for a total of \$984,561.48 as well as \$976.74 in PPRT. Revenues of \$840.00 came from passport income. Motion to approve the treasurer's report made by Rank, 2nd by Booth. On roll call, all ayes, motion approved.
6. Approval of bills:
  - a. September 2024, Treasurer Stordahl reported that the total approval of bills, transfers and payroll through October 10, 2024 was \$315,275.43.
  - b. Bills paid included \$6,248.00 to Carey Electric Contracting, Inc, \$8,426.30 to Ingram Library Services and \$6,200.00 to Lauterbach & Amen LLP. Motion to approve September bills made by Booth, 2nd by Rank. On roll call, all ayes, motion approved.
7. Statistics and Reports:
  - a. September statistics: Reynolds reviewed statistics.
  - b. Department news: Board packet reports from each Library department were briefly reviewed. Banned Books Week (Sept. 22-28) received favorable feedback on Facebook with 86 likes. Author William Kent Kreuger's visit to MCC on Sept 8 had an attendance of over 250 people from 11 partnering libraries. The event was a success and will likely lead to future similar partnerships.
  - c. Executive Director's report: Reynolds updated the Board on the Strategic Plan.

- d. Staff presentation: Stephanie shared her passion for her job within Youth Services. She leads many of the story time programs and talked enthusiastically about the benefits of story time as a way of teaching early literacy through reading, writing, talking, singing and playing. Stephanie provided pictures demonstrating the many topics that are covered and the range of activities that the children participate in during story time including meeting community members such as firefighters and police officers. The Board was sad to hear that Stephanie and her family will be relocating and wish her well.

8. Unfinished Business:

9. New business:

- a. Discuss and decide: Resolution 24-10-A Resolution Determining Amount of Money Estimated to be Necessary to be Raised by Taxation for the 2024/2025 Fiscal Year – A motion was made by Booth to support the amount estimated (4.99 % increase) necessary to be raised by taxation for the 2024/2025 Fiscal Year, 2nd by Stordahl. On roll call, all ayes, motion approved.
- b. Discuss and decide: National Friends of the Library Week Proclamation – A motion was made by Rank, 2nd by Stordahl to issue a National Friends of the Library Proclamation to be posted at the Library recognizing all the contributions of the Friends of the Library. The Board appreciates all that they do for the Library.
- c. Discuss and decide: Bylaws and Policy additions and revisions – A motion was made by Rank, 2nd by Booth to approve the Partnership policy, Program policy, and Social Media Policy as presented. On roll call, all ayes, motion carried.
- d. Discuss and decide: Personnel Policy additions and revisions – A motion was made by Stordahl, 2nd by Booth to approve the additions of the Generative Artificial Intelligence Use policy, Work Product Assignment Policy, and revisions of the Paid Leave for All Workers Act (PLWA) policy and Dispute Resolution Policy as presented. On roll call, all ayes, motion carried.
- e. Deputize employees for the purpose of receiving petition packets- Secretary Rank deputized the Executive Director, Assistant Director, Administrative Services Manager, Adult Services Manager, and Circulation Manager for the purpose of receiving petition packets.

10. Any and all other business the Board may wish to discuss: There was no discussion.

11. Adjourn- A motion to adjourn the meeting was made by Rank, 2nd by Both. All ayes, motion approved. Meeting adjourned at 8:31PM.

Respectfully submitted,

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Secretary