

**Crystal Lake Public Library
Board of Trustees**

Minutes Regular Meeting – January 18, 2017

Call to Order: The Regular Meeting of the Crystal Lake Public Library Board of Trustees was called to order by Vice President William Weller at 7:00 pm in the Ames Meeting Room at the Library.

Roll Call:

Present: Chuck Ebann, Ron Eberle, John Engebretson, Alice Fellers, Carol Heisler, Don Peters, Terri Reece (via telephone), Monica Szalaj, William Weller

Absent: none

Other: James Litchfield

Staff Present: Kathryn I. Martens, Library Director; Karen Migaldi, Assistant Director; Nan Goerlitz, Recording Secretary; Cheryl Riendeau, Business Office Manager; Linda Price-Natter, Public Relations Coordinator; Pamela Miller, Head of Circulation Services; Penny Ramirez, Head of Technical and Automation Services

Public Comment: none

Board Development: The Board reviewed the most recent Strategic Plan.

Reading and approval of minutes: It was moved by Don Peters and seconded by Chuck Ebann to approve the minutes of the Regular Meeting of December 21, 2016.

Voice Vote: Aye-8; Nay-0; Absent-0; Abstain-1; Motion Passed.

Consent Agenda: Included in the Consent Agenda were the CLPL Public Relations and Development report ending January 12, 2017, the Library Director's Report for January 2017, and the Statistical Report for December 2016. It was moved by John Engebretson and seconded by Don Peters to approve the consent agenda.

Voice Vote: Aye- 8; Nay- 0; Absent- 0; Abstain- 1; Motion Passed.

Committee and Board Member reports:

Planning and Public Relations Committees: The minutes of the January 9, 2017 meeting were in the packet.

Friends of the Crystal Lake Library: Alice Fellers reported that the FOCLL had their latest business meeting on January 16, 2017. Items covered included: current paid membership is 104, there will be no book sale this year due to the loss of venue, other fundraisers continue.

Approval of Financial Reports: It was moved by Don Peters and seconded by Chuck Ebann to approve the Financial Report for FY 16/17 as of December 31, 2016.

Voice Vote: Aye- 8; Nay- 0; Absent- 0; Abstain- 1; Motion Passed.

Approval of Disbursements: It was moved by John Engebretson and seconded by Chuck Ebann to approve the disbursements in the total amount of \$365,618.93 as follows:

	<u>Total</u>
Operating Fund	299,144.35
Construction & Repair	906.39
Per Capita Grant	2,432.82
Special Reserve	28,160.00
Gift & Memorial Funds	175.00
IMRF/FICA Funds	34,800.37
Grand Total:	<hr/> \$365,618.93

Roll Call:

Aye: Chuck Ebann, Ron Eberle, John Engebretson, Alice Fellers, Carol Heisler, Don Peters, Monica Szalaj, William Weller

Nay: none

Absent: none

Abstain: Terri Reece

Motion Passed.

Board Action:

A) Sick & bereavement leave policy revisions: It was moved by Don Peters and seconded by John Engebretson to approve the proposed revisions to the Sick Leave section of the Crystal Lake Public Library's Personnel Policy.

Voice Vote: Aye- 8; Nay- 0; Absent- 0; Abstain- 1; Motion Passed.

Board Discussion: The Board discussed a variety of topics.

Adjournment:

It was moved by Don Peters and seconded by Chuck Ebann to adjourn.

Voice Vote: Aye- 8; Nay- 0; Absent- 0; Abstain- 1; Motion Passed.

Time: 8:46 pm

Chuck Ebann, Secretary