

**Crystal Lake Public Library
Board of Trustees**

Minutes Regular Meeting – February 15, 2017

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

Roll Call:

Present: Chuck Ebann, John Engebretson, Alice Fellers, Don Peters, Terri Reece, Monica Szalaj, William Weller

Absent: Ron Eberle, Carol Heisler

Other: none

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; Cynthia Lopuszynski, Head of Adult Services; Pamela Miller, Head of Circulation Services; Penny Ramirez, Head of Technical and Automation Services

Public Comment: none

Board Development: The Board reviewed the ILA Advocacy Toolkit.

Reading and approval of minutes: It was moved by Chuck Ebann and seconded by Don Peters to approve the amended minutes of the Regular Meeting of January 18, 2017.

Voice Vote: Aye-7; Nay-0; Absent-2; Abstain-0; Motion Passed.

Reading and approval of minutes: It was moved by Don Peters and seconded by Chuck Ebann to approve the minutes of the Special Meeting of February 1, 2017.

Voice Vote: Aye-6; Nay-0; Absent-2; Abstain-1; Motion Passed.

Consent Agenda: Included in the Consent Agenda were The Voice newsletter, the CLPL Public Relations and Development report ending February 10, 2017, and the Statistical Report for January 2017. It was moved by Don Peters and seconded by Chuck Ebann to approve the consent agenda.

Voice Vote: Aye- 7; Nay- 0; Absent- 2; Abstain- 0; Motion Passed.

Committee and Board Member reports:

Finance Committee: The minutes of the January 25, 2017 meeting were in the packet.

Facilities Committee: The minutes of the February 2, 2017 meeting were in the packet.

Approval of Financial Reports: It was moved by Chuck Ebann and seconded by Don Peters to approve the Financial Report for FY 16/17 as of January 31, 2017.

Voice Vote: Aye- 7; Nay- 0; Absent- 2; Abstain- 0; **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 \$574,992.31 as follows:

	<u>Total</u>
Operating Fund	258,271.92
Construction & Repair	2,566.76
Per Capita Grant	190.00
Special Reserve	279,598.50
Gift & Memorial Funds	29.98
IMRF/FICA Funds	34,335.15
Grand Total:	<hr/> \$574,992.31

Roll Call:

Aye: Chuck Ebann, John Engebretson, Alice Fellers, Don Peters, Terri Reece, Monica Szalaj, William Weller

Nay: none

Absent: Ron Eberle, Carol Heisler

Abstain: none

Motion Passed.

Board Action:

A) Library Closings 2017 - revised: It was moved by Monica Szalaj and seconded by Don Peters to approve the Revised Library Closings for 2017 to expand Sunday hours.

Voice Vote: Aye- 7; Nay- 0; Absent- 2; Abstain- 0; **Motion Passed.**

B) Landscape Maintenance Contract 2017 – approval: It was moved by John Engebretson and seconded by Don Peters to hire Tonkin Landscape, Inc. for the 2017 season for the amount specified.

Voice Vote: Aye- 7; Nay- 0; Absent- 2; Abstain- 0; **Motion Passed.**

- C) Facilities Committee recommendation on rental property: It was moved by Don Peters and seconded by John Engebretson to hire Paul Wells as Property Manager for 11 McHenry, authorize Mr. Wells to coordinate repairs to 11 McHenry and expend not more than \$5,000 for the repairs, and hire Mr. Wells to act as the Library's Agent to rent 11 McHenry once repairs are complete.

Voice Vote: Aye- 7; Nay- 0; Absent- 2; Abstain- 0; Motion Passed.

- D) Board Discussion – record & determination of action: The Board discussed how to handle Board comments and requests. Consensus was to have the Governance Committee look into it.

- E) Resolution of Appreciation: It was moved by William Weller and seconded by Chuck Ebann to approve Library Resolution No. 1617-14 recognizing Linda Price-Natter for her years of dedicated service to the community at the Crystal Lake Public Library.

Voice Vote: Aye- 7; Nay- 0; Absent- 2; Abstain- 0; Motion Passed.

Board Discussion: none

Adjournment:

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

Voice Vote: Aye- 7; Nay- 0; Absent- 2; Abstain- 0; Motion Passed.

Time: 7:38 pm

Chuck Ebann, Secretary

Resolution of Appreciation

WHEREAS Linda Price-Natter has served as the Crystal Lake Public Library's Public Relations Coordinator since 2008, and

WHEREAS the Board of Library Trustees appreciates her willingness to go the extra mile, week after week, year after year, and

WHEREAS Linda was always our cheerleader, challenging us to reach for new heights in promoting CLPL as an Enduring Place In the Community and helping us achieve more than we ever imagined possible with her vision & encouragement,

NOW THEREFORE, it is resolved that the Board of Trustees of the Crystal Lake Public Library honors and thanks Linda Price-Natter for the following:

- For rebranding the Library and making the "P" all about our people;
 - For developing our annual Communications Plan;
 - For overhauling our newsletter and website;
 - For creating a Facebook, Twitter and social media presence;
 - For leadership in CLPL's yearlong EPIC celebration of our 100 year anniversary in 2013;
 - For her work on the development study and efforts to engage members of the CL Library Foundation Board;
 - For award winning EXPO booths & Independence Day Parade entries;
 - For Library card sign-up month door-to-door initiatives;
 - For hard work during the community engagement and Information Only Initiative of 2016;
 - For creating more than 120 READ posters, now proudly displayed throughout our community;
- And, finally, we honor and thank you for your leadership, your passion & your integrity.

Teresa Reece, President

Charles K. Ebann, Secretary
