

**CARY AREA PUBLIC LIBRARY DISTRICT  
BOARD MEETING  
Thursday, November 12, 2015**

**MINUTES**

1. **Call to order** - Library Board President Jan Polep called the meeting to order at 7:01 p.m. In the absence of the secretary, Myers was determined to be secretary pro-tem.
2. **Roll call** - Present were Library Trustees George England, Barb Kalchbrenner, Kelly Kuningas, Margaret Myers, Jan Polep and Teresa Sigsworth. Also present were Library Director Diane McNulty, Head of Support Services Karen Long, Head of Public Services Mona Reynolds and Alice Majka.
3. **Approval of board minutes from:**
  - a. **Committee of the Whole meeting September 10, 2015** - the minutes from the Committee of the Whole meeting on September 10, 2015 were reviewed. Motion by Myers, seconded by Sigsworth.
  - b. **Regular Board meeting October 8, 2015** - the minutes from the regular board meeting on October 8, 2015 were reviewed. Correction on the word "costs" in item #4. Motion by Kalchbrenner, seconded by Kuningas to approve the minutes as corrected. Myers and Polep abstained
  - c. **Committee of the Whole meeting November 2, 2015** - the minutes from the Committee of the Whole meeting on November 2, 2015 were reviewed. Motion by Myers, seconded by Kalchbrenner. England and Kuningas abstained.
4. **Communications**
  - a. **Introduction of Head of Public Services, Mona Reynolds**
  - b. **Levy hearing** - Black box was published in the NW Herald. No members of the public were present to address the proposed levy.
5. **Treasurer's report, Barbara Kalchbrenner** - Kalchbrenner reported the library opened the month with \$3,681,200.00. We are 25% through the fiscal year. Received taxes from Lake and McHenry Counties. EBSCO refund of \$9.72, Personal Property Replacement Taxes of \$2,689.00 were also received. Closed the month with \$3,563,200.00. Motion to approve the treasurer's report made by England, seconded by Kalchbrenner. On roll call all ayes, motion approved.
6. **Approval of bills**
  - a. **October 2015** - Kalchbrenner presented the board with checks, payroll and transfers of \$298,197.14. Paid \$432.00 to Auto Fire Systems for the sprinkler inspection, \$1,248.85 to Sterling Services for the carpet cleaning. Motion by Myers to pay the bills, seconded by Kalchbrenner. On roll call all ayes, motion approved.
7. **Librarian's report**
  - a. **October statistics**
  - b. **Dept. news**
  - c. **Director's report**

**8. Unfinished Business**

- a. **Discuss and approve renovation financing** - Our attorney spoke with Steve Larsen from Ehlers about the debt certificate. Sent letter with his thoughts. Addressed using the Decker funds for this project referring back to resolution we made in December 2006. Ok to use for those funds for the drive up book drop. Can pass a new resolution to change the appropriation for the project funding. He will draft a new spending plan to be passed as a resolution. Motion to approve financing the renovation project through a debt certificate made by Myers, seconded by Sigsworth. On roll call all ayes, motion approved.
- b. **Discuss and approve hiring Ehlers & Associates** – Myers motioned to approve hiring Ehlers to provide financial advisory services for a direct placement of the debt issue and provide a financial planning report, seconded by Sigsworth. On roll call all ayes, motion approved.

**9. New business**

- a. **Discussion and approval of Ordinance No. 15-11-1, An Ordinance Levying Taxes for Library Purposes for the Fiscal Year 2015/2016** - Motion by England, seconded by Kalchbrenner. On roll call all ayes, motion approved.
- b. **Discussion and approval of resolution determining financing of the building plan** - The attorney will have the spending plan to approve for the December meeting.

**10. Any and all other business the Board may wish to discuss** - Diane asked if we can close the Sunday before July 4<sup>th</sup> (the 3<sup>rd</sup>) for 2016. The board agreed to the closing.

**11. Adjourn** - Myers motioned to adjourn the meeting, seconded by England. The meeting adjourned at 8:23 p.m.

Respectfully submitted,

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Head of Support Services

Reviewed by,

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Secretary