CARY AREA PUBLIC LIBRARY DISTRICT
BOARD MEETING
Thursday, May 12, 2016

MINUTES
Corrected 6/15/16

1. **Call to order** - Library Board President Jan Polep called the meeting to order at 7:00 p.m.

2. **Roll call** - Present were Library Trustees Barb Kalchbrenner, Margaret Myers, Jan Polep, Teresa Sigsworth and Lisa Stiegman. Also present were Head of Support Services Karen Long and Alice Majka. Director Diane McNulty was present via telephone. Agenda order was revised due to Stiegman's early departure.

3. **Approval of regular board minutes from:**
   a. **Regular Board meeting: April 14, 2016** - The minutes from April 14, 2016 were reviewed. Motion by to approve the minutes made by Myers, Kalchbrenner. On roll call all ayes, motion approved.

4. **New business**
   a. **Discuss and approve Resolution to ratify the signing of the State of Illinois Live and Learn Construction grant** - Resolution 16-5-A to accept the Illinois State Library Grant. Funds from the grant will be applied to the some of the renovation project costs. Motion by Kalchbrenner to approve Resolution 16-5-A, seconded by Myers. On roll call all ayes. Motion approved.

5. **Unfinished business**
   a. **Discuss and approve moving funds from IL Funds to Fifth/Third investment account** - Long had asked in April to move the majority of the funds from the Illinois Funds Investment account into the new investment account at Fifth/Third Bank. Long proposed moving $2,466,520.00 of the $*2,467,519.84* balance. This would leave $999.84 in the fund. Once the per capita grant and closing of Epay is complete the remainder of funds will be transferred to Fifth/Third and the account closed. Motion by Myers to transfer the funds, Kalchbrenner seconded. On roll call all ayes, motion approved.

6. **Treasurer's Report** - Kalchbrenner reported the library opened with a balance of $2,815,200.00. There was a $25 donation from the Cary Area Book Club, $1,124.12 from EBSCO as a refund for our canceled renewals, $150.00 from McHenry County for the use of the meeting room for the spring primary. We also received a special impact fee check from the Village of $24,300.00 for the PEDCOR project. The tax revenues from Lake and McHenry County will be beginning in May. Interest continues to be above expectations and all expenditures are in line. The library closed with balance of 2,684,800.00. Myers motioned to approve the treasurer's report, Stiegman seconded. On roll call all ayes, motion approved.

7. **Approval of bills**
   a. **April 2016** - Kalchbrenner presented the board with bills, payroll and transfers of $373,928.57. There was a payment of $250.00 to the Chamber for Cary Cruise Night sponsorship, $1,155.00 to Double S for cleaning of the windows and lobby floor, $950.00 to Management Association for annual membership, $2,944.48 to CL Graphics for the summer newsletter, $1,318.65 to Sentry Security for annual burglar and fire services renewal, $24,300.00 to RTM Engineering and $49,165.79 to Engberg Anderson for renovation project costs. Motion to approve paying the bills by Stiegman, seconded by Kalchbrenner. On roll call all ayes, motion approved.

8. **Communications –** Diane explained about the state overpaying Personal Property Replacement Taxes to municipal entities.

9. **Librarian's report**
   a. **April statistics**
   b. **Department news**
   c. **Director's report**

10. **Unfinished Business (continued) -**
    a. **Renovation Update –** We will be renting a 40 foot container in the back of the building for storing furniture and boxes. Chart with items to be moved/stored for phase 1 was in board packet. Applying for a variance for additional footage of the drive up window driveway. We have six drywells and need to add one more for the runoff from the building.

11. **Any and all other business the Board may wish to discuss -** Reminded the board of our first budget meeting on June 1st at 6:00 p.m.

12. **Adjourn -** Myers motion to adjourn, Kalchbrenner seconded. The meeting adjourned at 7:55 p.m.

Respectfully submitted,

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Head of Support Services

Reviewed by,

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Secretary