

**CARY AREA PUBLIC LIBRARY DISTRICT
BOARD MEETING
Thursday, August 11, 2016**

MINUTES

- 1. Call to order** - Library Board President Jan Polep called the meeting to order at 7:00 p.m. In the absence of Lisa Stiegman, Margaret Myers was appointment Secretary pro tem.
- 2. Roll call** - Present were Library Trustees George England, Barb Kalchbrenner, Scott Migaldi, Margaret Myers, Jan Polep and Teresa Sigsworth. Also present were Library Director Diane McNulty, Head of Support Services Karen Long, and Head of Public Services Mona Reynolds. Also present was Adrienne Booker from Ehlers.
- 3. Approval of board minutes from:**
 - a. Nominating Committee meeting, July 14, 2016** - the minutes from the Nominating Committee meeting were reviewed. Motion by Migaldi, seconded by Kalchbrenner. Kalchbrenner and Sigsworth abstained.
 - b. Regular Board meeting, July 14, 2016** - the minutes from the Regular Board meeting were reviewed. Motion by Myers, seconded by England. Kalchbrenner and Sigsworth abstained.
- 4. Communications**
 - a. Budget and Appropriation hearing** - No members of the public were present to comment on the hearing.
- 5. Treasurer's report, Treasurer**
 - a. July 2016** - Kalchbrenner reported the month opened with a balance of \$3,210,500.00. The Live and Learn grant money was deposited. Property taxes received since May are now reflected on the report. The library closed the month with \$3,253,300.00. Motion by Myers, seconded by Kalchbrenner to approve the Treasurer's report. On roll call all ayes, motion approved.
- 6. Approval of bills**
 - a. July 2016** - Kalchbrenner presented the board with bills, transfers and payroll in the amount of \$398,576.88. Larger bills included \$2,395.29 to CL Graphics for the fall newsletter, \$9,637.20 to Engberg Anderson, \$7,200.00 to Carey Electric, \$8,212.50 to Mechanical Concepts, \$1,971.00 to Jack Frost Ironworks, \$28,339.26 to Shales McNutt and \$13,660.00 to Library Furniture International which are all related to the construction project. Myers approved the bills, seconded by Sigsworth. On roll call all ayes, motion approved.
- 7. Librarian's report**
 - a. July statistics**
 - b. Dept. news**
 - c. Director's report**
 - d. Annual statistics**
- 8. Unfinished Business**
 - a. Discuss results of sale of debt certificates** - Adrienne from Ehlers reported there were 2 bids; Wintrust at 2.3%, Chase at 1.73%. Fifth Third had passed and the other two banks did not submit bids today. Once signed and sent back the rate is locked in, it closes on Sept 1st. Polep signed the acceptance documents.
 - b. Construction update** - Elevator pit dug out and base had been poured today. All of the back room is down to studs.

9. New business

- a. Discuss and approve Ordinance 16-08-01 transferring general funds to the IMRF fund** - based on financials from June 30, 2016 there is a \$5000 deficit. Will be taking the excess out of the 4402 adult nonfiction materials line to transfer to the IMRF fund. Transferring \$15,000. England moved, Sigsworth seconded. On roll call all ayes, motion approved.
- b. Discuss and approve Ordinance 16-08-02 Combined Annual Budget and Appropriation Ordinance for Library Purposes for the Fiscal Year 2016/2017** - this will be approved at the September meeting.
- c. Review of annual report statistics** - Overall Circulation was down, program attendance for kids and teens was up but we had more programs overall. Periodicals also up with less titles for paper copies yet online periodical checkouts through Flipster were down. Ebook circulation was also up.

10. Any and all other business the Board may wish to discuss - Diane had info on a RAILS trustee program in September. ILA early bird rates end soon, Trustee day in Rosemont will be October 20. Picked a weekend in January on the 13 and 14th for a grand opening.

11. Adjourn - Migaldi motioned to adjourn, Kalchbrenner seconded. The meeting adjourned at 8:40 p.m.

Respectfully submitted,

Head of Support Services

Reviewed by,

Secretary