

CARY AREA PUBLIC LIBRARY DISTRICT
BOARD MEETING
Thursday, August 9, 2018

Minutes

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 George England, Scott Migaldi, Jan Polep, Allison Richmond and Teresa Sigsworth. Also present were Executive Director Diane McNulty, Assistant Director of Public Services Mona Reynolds and Assistant Director of Support Services Karen Long. Also present was Angela Kerrigan, a Cary resident who is interested in possibly running for the board.
3. **Approval of board minutes from:**
 - a. **Regular Board meeting, July 12, 2018** – the minutes from the July 12, 2018 meeting were reviewed. Motion made by Sigsworth to approve the minutes, England seconded. All ayes, motion approved.
4. **Communications**
5. **Treasurer’s report, Treasurer**
 - a. **July 2018** – in the absence of the Treasurer, Karen Long presented the report. The library opened the month with a balance of \$2,188,400.00. Taxes received since May are now reflected in the balances. In July, the library received \$21,453.52 from McHenry County and \$51.75 from Lake County. The month ended with a balance of \$2,123,400.00. Motion made by England to approve the Treasurer’s Report, seconded by Richmond. On roll call all ayes, motion approved.
6. **Approval of bills**
 - a. **July 2018** - Long presented the board with bills, transfers and payroll totaling \$252,539.70. Larger bills included the annual maintenance for the coin boxes and MyPC to Today’s Business Solutions for \$2,191.00. Paid \$1,118.35 to PCM/Tigerdirect for a replacement youth computer. Ingram has discontinued program of giving 1% discount for paying by 10th of the month. PMA investing to begin in September. Need to determine what amount to start with, the \$1.3 million they suggest or less to start. Motion to approve the bills made by England, Migaldi seconded. On roll call all ayes, motion approved.
7. **Statistics and reports**
 - a. **July statistics** – Fox River Grove patrons using us more while their library is closed. Circulation report changed to reflect all checkouts including ILL items both borrowed and loaned.
 - b. **Dept. news** - We began accepting passports this week; completed 3 total. Good group of teen volunteers helping with summer reading. Less signed up for summer reading but hope to have more finishers of those registered. Jason had asked Diane to get information on tax information (rate, budget, population) to compile from neighboring libraries. We are the lowest with our tax rate being 2.5% of the total taxes on our communities’ tax bill.
 - c. **Annual statistics** – Diane has been working on the report and will present it next month.
8. **Unfinished Business**
 - a. **Discuss Per Capita Grant requirements for FY 2019** – for the education component, staff and trustees will view a webinar on working with patrons with disabilities. Autism and the assistive technologies webinars would help with our patrons. Trustees also need to review chapters 6-10 of the Trustee fact files and to familiarize themselves with the Veterans History Project.

9. New business

- a. Secretary's audit for the Illinois Public Library Annual Report (IPLAR)** – As President and Vice President Jan and Scott signed the audit of the minutes.

10. Any and all other business the Board may wish to discuss – Teresa asked if we were considering other ways to help get the word out of all the Library of Things items we have. There is a new principal at the elementary school next door. Jan asked for a SMART goal for the marketing and the staffing from Diane for the next meeting.

11. Adjourn – motion made by Migaldi to adjourn, seconded by Richmond. The meeting adjourned at 7:59pm.

Respectfully submitted,

Assistant Director of Support Services

Reviewed by,

Secretary