

**CARY AREA PUBLIC LIBRARY DISTRICT
BOARD MEETING
Thursday, November 8, 2018**

MINUTES

1. **Call to order** - Library Board President Jan Polep called the meeting to order at 7:03 p.m.
2. **Roll call** - Present were Library Trustees Barb Kalchbrenner, Jason Pinshower, 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. Scott Migaldi was present via telephone.
3. **Approval of board minutes from:**
 - a. **Regular Board meeting October 18, 2018** - The minutes from October 18, 2018 were reviewed. Motion made by Kalchbrenner to accept the minutes, seconded by Sigsworth. Richmond abstained.
4. **Communications**
 - a. **Levy hearing** - No hearing is necessary; the levy increase is under the 5% increase requiring a posting of the hearing.
5. **Treasurer's report** - Kalchbrenner reported the library opened the month with a balance of \$1,406,200.00. Received \$8,640.00 in impact fees, \$5,544.58 in Personal Property Replacement Taxes, \$924.00 for passport processing along with Lake & McHenry tax receipts. Closed the month with \$1,709,700.00. Motion made by Pinshower to approve the Treasurer's report, seconded by Kalchbrenner. On roll call all ayes, motion approved.
6. **Approval of bills**
 - a. **October 2018** - Kalchbrenner presented the board with bills, payroll and transfers totaling \$282,786.79. Larger payments made to Combined Roofing for the annual roof maintenance totaling \$530.00, \$6500.00 to Lauterbach & Amen for the audit fee, \$1,289.85 to Sentry Security as a deposit towards new surveillance cameras, \$1,010.30 to Sterling Service for carpet cleaning, \$1,760.00 to Jase Plumbing for a battery backup sump pump, and \$10,315.69 to Bibliotheca for the annual maintenance renewal. Motion made by Sigsworth to approve paying the bills, seconded by Richmond. On roll call all ayes, motion approved.
7. **Statistics and Reports**
 - a. **October statistics** - In addition to the Friends Book Sale and regular monthly programs there were a total of 926 voters on Election Day. For the 13 days of early voting, 2606 votes were cast here.
 - b. **Dept. news** - TIF District information from the village board meeting. When it expires we will have to include the taxes with our levy; next year we will probably request 5% with those taxes.

8. **Unfinished Business** - There was no unfinished business discussed.

9. **New business**

- a. **Discussion and approval of Resolution 18-11-A Building Plan** - Total amount to be approved is \$123,300.00. Motion made by Pinshower to approve Resolution 18-11-A, seconded by Kalchbrenner. On roll call all ayes, motion approved.
- b. **Discussion and approval of Ordinance No. 18-11-1, An Ordinance Levying Taxes for Library Purposes for the Fiscal Year 2018/2019** - Diane explained that we will not be levying for unemployment this year, FICA and IMRF funds are higher. Total aggregate amount is \$2,073,200.00. This is 4.99% over what we received last year. No black box was published since we were under 5% increase. Motion made by Sigsworth to approve Ordinance 18-11-1, seconded by Kalchbrenner. On roll call all ayes, motion approved.

10. **Any and all other business the Board may wish to discuss** - ILA is offering free Narcan doses. If we choose to have Narcan in the building, IRMA recommends training staff for that. Also discussing having an AED in the building and that would also need some staff to be trained. Use of both would be on a voluntary basis. Discussion about study room policy. Scott thanked the staff for helping with the early voting.

11. **Adjourn** - Richmond motioned to adjourn the meeting, Kalchbrenner seconded. The meeting adjourned at 8:22p.m.

Respectfully submitted,

Assistant Director of Support Services

Reviewed by,

Secretary