

**CARY AREA PUBLIC LIBRARY DISTRICT
BOARD MEETING
Thursday, January 10, 2019**

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, Barb Kalchbrenner, Scott Migaldi, Jason Pinshower, Jan Polep, Allison Richmond and Teresa Sigsworth. Also present were Executive Director Diane McNulty, Assistant Director of Support Services Karen Long and Assistant Director of Public Services Mona Reynolds. Also present was Jean Civra who is running for an open seat in the March election.
3. **Approval of board minutes from:**
 - a. **Regular Board meeting December 13, 2018** - the minutes from December 13, 2018 were reviewed. Motion made by Sigsworth to accept the minutes, England seconded. Migaldi and Pinshower abstained.
4. **Communications**
 - a. **Cary Business Roundtable Luncheon with the Mayor, Thursday, Feb. 14, 2019** - Teresa, Jan and George want to attend. Will need to post it per Open Meetings Act.
 - b. **Library Legislative Breakfast, Monday, February 18, 2019** - Jason provided information about the change of the format of the program for this year.
 - c. **ILA trustee forum workshop** flier – March 16, 2019 at the Chicago Marriott Oak Brook. Program runs from 8:00 a.m. to 3:30 p.m.
5. **Treasurer's report** - Kalchbrenner reported the library opened the month with a balance of \$1,628,500.00. Half of budget year is complete. Received \$2091.39 in Personal Property Replacement Tax and \$1,435.00 for passport processing. Investment interest continues to be well above expectations. Ended month with balance of \$2,351,324.16. Motion made by England, seconded by Kalchbrenner to approve the treasurer's report. On roll call all ayes, motion approved.
6. **Approval of bills**
 - a. **December 2018** - Kalchbrenner presented the board with bills, payroll and transfers totaling \$322,074.36. Larger bills included \$4,220.00 for the Boopsie app renewal, \$15,000.00 to IRMA for the insurance renewal, \$1,732.50 to Robert Smith for attorney fees and \$13,552.50 to Shales McNutt for the driveway project (half payment). Motion made by Pinshower, seconded by England to approve paying the bills. On roll call all ayes, motion approved.

7. Statistics and Reports

- a. **December statistics** - normal December slowness, more withdrawals of materials.
- b. **Dept. news** - looking to solicit business for donations via the newsletter and asking for different levels of sponsorships. Also will work with the Chamber to get the businesses involved.

8. Unfinished Business

- a. **Dance Party, Friday March 1, 2019** - No need to work the dance party but attendance would be appreciated. This may be last year for party; very expensive paying for the bands. Would like to create our own Book Buzz type program or author program.
- b. **Coffee with...** - New program we will offer to give residents an opportunity to talk with community leaders. First session will be March 6th from 9:30 am to 10:30 am. Diane and other trustees who would like to attend will be the speakers at the first meeting. This will occur each month with a rotating speaker.

9. New business

- a. **Preliminary personnel policy discussion** - Scheduled a Committee of the Whole meeting Tuesday, Feb 5th at 7:00 p.m. in the conference room to discuss updates to the personnel policy.

10. Any and all other business the Board may wish to discuss - Barb's end of term coming before the next round of board elections. Someone will need to be trained on what she does in her role as treasurer.

11. Adjourn - motion made by Kalchbrenner to adjourn, seconded by Sigsworth. The meeting adjourned at 8:05 p.m.

Respectfully submitted,

Assistant Director of Support Services

Reviewed by,

Secretary