

CARY AREA PUBLIC LIBRARY DISTRICT

BOARD MEETING

Thursday, August 8, 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 Jean Ciura, Tom Garvin, 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.
3. **Approval of board minutes from:**
 - a. **Regular Board meeting, July 11, 2019** - The minutes from the regular board meeting on July 11, 2019 were reviewed. Motion made by Garvin to approve the minutes, seconded by Migaldi. Ciura and Pinshower abstained.
4. **Communications –**
 - a. Photo op here at the library; couple donated books to us on diversity. Part of the high school foreign exchange program.
 - b. Invites from the Park District for the 2 parks that are getting rededicated.
 - c. New law about back door annexations, all annexations must go to the voters. Trustees are not supposed to receive compensation for their job; those not at the senior exemption level will be expected to pay fines.
5. **Treasurer's report**
 - a. **July 2019** - Pinshower reported the library opened the month with a balance of \$2,422,639.04. Taxes received in May and June are now reflected in the balances (51% of estimated received). Received impact fees totaling \$6,700.00 for 14 lots in Westlake subdivision. Long explained about the transfer of funds to PMA and provided list of the new CD purchases. Month ended with a balance of \$2,328,730.62. Motion made by Sigsworth to accept the treasurer's report, seconded by Garvin. All ayes, motion approved.
6. **Approval of bills**
 - a. **July 2019** - Pinshower presented the board with bills, payroll and transfers totaling \$318,047.82. Larger bills included database renewals; A-Z Database (\$2,660.00), Lynda.com (\$7,000.00), quarterly CCS billing (\$15,635.82) and new Youth Services computers to PCM-G (\$4,000.00). Richmond motioned to pay the bills, Sigsworth seconded. On roll call all ayes, motion approved.
7. **Statistics and reports**
 - a. **July statistics** - Diane asked if we could remove the tech report; never correct and now CCS provides her with a yearly total. Ebooks are the issue and we get our own numbers from the individual vendors. The board would prefer to see a trend chart quarterly or bi-yearly if possible.
 - b. **Dept. news** - Good attendance for antiques roadshow, Harry Potter birthday party and the escape rooms. Good storytime turnout.
 - c. **Annual statistics** – Diane presented highlights of the annual report.
 - d. **ALA summary reports** - Diane and Karen shared highlights from ALA. Will be switching our summer reading program to Beanstack after seeing demos at ALA and breakfast presentation.
8. **Unfinished Business** - no unfinished business was discussed.

9. New business

- a. Secretary's audit for the Illinois Public Library Annual Report (IPLAR)** - Jan and Scott signed for the board that the report is correct.
- b. Discuss Per Capita Grant requirements for FY 2020** - Diane will send out the information and links to discuss in September.
- c. Discuss the strategic planning process** - Diane said she could facilitate it but would prefer to have an outside source facilitate it. Scott suggested the board review what ALA guidelines are for strategic plans. Direction to Diane to get some consultants information and quotes to move forward.

10. Any and all other business the Board may wish to discuss - Teresa loved the new newsletter; especially the added sections. September 3rd is the date most of the board can attend the village board meeting. They are asking for update on projects we are doing. Be there at 6:00 p.m.

11. Adjourn - motion made by Migaldi to adjourn, seconded by Jason. The meeting adjourned at 8:35 p.m.

Respectfully submitted,

Assistant Director of Support Services

Reviewed by,

Secretary