

**CARY AREA PUBLIC LIBRARY DISTRICT
BOARD MEETING
Thursday, September 12, 2019**

Minutes

- 1. Call to order** – Library Board President Jan Polep called the meeting to order at 7:01 p.m.
- 2. Roll call** – Present were Library Trustees Jean Ciura, Tom Garvin, 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 August 8, 2019** – The minutes from August 8, 2019 were reviewed. Motion made by Garvin to approve the minutes, seconded by Pinshower.
- 4. Communications**
 - a. Macmillan publishing e-books** – Diane included an article about Macmillan Publishing regarding limits on how many checkouts or time period we can own an eBook along with Bibliotheca’s response. We will put a disclaimer on our website to let the patron know why they may not be able to get a particular eBook. ALA had put out information about a petition to get signed by librarians and patrons regarding the limits.
- 5. Treasurer’s report**
 - a. August 2019** – Pinshower reported the library opened the month with \$2,328,730.62. Received \$119,615.64 from McHenry and \$2,058.79 from Lake in property taxes. The month ended with a balance of \$2,265,063.18. Motion to accept the treasurer’s report made by Richmond, seconded by Sigsworth. On roll call all ayes, motion approved.
- 6. Approval of bills**
 - a. August 2019** – Pinshower presented bills, transfers and payroll totaling \$329,653.39. Larger bills included \$3,794.00 to Bibliotheca for the Windows 10 upgrade to the self checks, \$4,600.00 to Lauterbach & Amen for audit work and the quarterly network payment to Rob Zschernitz for \$2,475.00. The FY 18/19 audit will be presented at the October board meeting. Motion made by Sigsworth to approve paying the bills, seconded by Richmond. On roll call all ayes, motion approved.
- 7. Statistics and reports**
 - a. August statistics** – More returns but less checkouts with school starting. There will be downtime October 18 to 22 when CCS adds Indian Trails to Polaris.
 - b. Dept. news**

8. Unfinished Business

- a. **Village meeting follow-up** – the short presentation made by Diane and Mona is on YouTube. Got some feedback from the village that some of the board members were happy to learn some new services we provide.
- b. **B&A Hearing and Meeting on Monday, September 23 @ 6:30 p.m.** – Diane will send it out to the board after the attorney finishes the review of the ordinance.

9. New business –

- a. Planning on doing a quick review of the policy in January. Several new laws will be in place Jan 1st. Next July 4th falls on a Saturday and the policy currently does not have an option to be closed the next day on Sunday.
- b. Would like to explore the idea of taking passport photos here. The local Walgreens is not happy that we keep sending patrons back. Could be done by staff that are not passport agents.
- c. Discussion about allowing non-resident card holders to make multiple payments instead of 1 per year. State says we should get the fees for a year all at once. Is this something that would allow more residents to get a card if we offered it?

10. Any and all other business the Board may wish to discuss – Tom asked about the strategic plan; Diane is trying to find actual examples of plans to see how the consultants she is considering have done them. She will share when she finds them. Diane will also be picking several webinars to go along with the per capita requirements. Mona discussed the idea of a story walk; something we would work with the park district on. Friends will be helping to replace some of the patron chairs.

11. Adjourn – Motion to adjourn made by Pinshower, seconded by Sigsworth to adjourn. The meeting adjourned at 7:50 p.m.

Respectfully submitted,

Assistant Director of Support Services

Reviewed by,

Secretary