

**CARY AREA PUBLIC LIBRARY DISTRICT
BOARD MEETING
Thursday, November 14, 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, Scott Migaldi, Jason Pinshower, Jan Polep 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 October 10, 2019** - the minutes from the regular board meeting on October 10, 2019 were reviewed. Motion made by Garvin to approve the minutes, seconded by Pinshower. Sigsworth abstained.
 - b. **Special Board meeting September 23, 2019** - the minutes from the Special Board meeting on September 23, 2019 were reviewed. Motion made by Pinshower to approve the minutes, seconded by Migaldi. Sigsworth abstained.
Allison Richmond entered the meeting at 7:03 p.m.
4. **Communications**
 - a. **Levy hearing** - no members of the public were present for the hearing.
5. **Treasurer's report** - Pinshower reported the month opened with a balance of \$2,981,782.43. Still receiving Lake & McHenry county taxes. Invested \$900,000.00 with PMA; \$500,000.00 of that was used to purchase 2 CDs for the Special Reserve Fund. The library ended the month with a balance of \$2,867,174.48. Motion made by Sigsworth, seconded by Garvin to approve the treasurer's report. On roll call all ayes, motion approved.
6. **Approval of bills**
 - a. **October 2019** - Pinshower presented the bills, payroll and transfers totaling \$290,605.19. Larger bills included \$15,635.82 for the CCS quarterly billing, \$1,500.00 for the attorney's bill and \$2,000.00 for the balance of audit bill to Lauterbach & Amen. Motion made by Sigsworth, seconded by Garvin. On roll call all ayes, motion approved.
7. **Statistics and Reports**
 - a. **October statistics** - Circulation was down but people are in the building. Received 3 Non-Resident taxpayer cards. DVD checkouts were 1/3 of the book checkouts. Study room usage is going up slowly.

b. Dept. news -

1. We will be adding to our Book an Expert list how to use our Cricut machine.
2. Karen and Diane attended a McHenry County Coordinated Investment Study meeting to explore options of county agencies sharing resources.
3. Friends have approved funding to help pay for our storywalk project to be constructed at Jaycee Park.
4. Diane attended the village meeting about the TIFs. One expires in 2020 and will be closed out in 2021. We will levy extra in 2021 to capture the revenue from the closing of that TIF. Thorton's will be building a 2nd location near Jandus Cutoff; that will eventually bring in some tax revenue.

8. Unfinished Business

- a. Discuss webinar, Community Based Strategic Planning, for Per Capita grant requirements**
- all had viewed the webinar and discussed what points each got out of it

9. New business

- a. Discussion and approval of Ordinance No. 19-11-1, An Ordinance Levying Taxes for Library Purposes for the Fiscal Year 2019/2020** - Annual ordinance; aggregate of \$2,125,000.00. Motion made by Pinshower to approve Ordinance No. 19-11-1, seconded by Migaldi. On roll call all ayes, motion approved.
- b. Discuss Strategic Planning** - Diane presented proposals from 2 of the three consultants she contacted; 1 more to come. If we wanted to do a survey component, the new OpenGov product we are buying will have that. Each proposal has a few options that, if we decide to do a portion of it, would reduce the overall cost.

10. Any and all other business the Board may wish to discuss - no other business was discussed.

11. Adjourn - Motion made by Migaldi to adjourn the meeting. Pinshower seconded. The meeting adjourned at 8:30 p.m.

Respectfully submitted,

Assistant Director of Support Services

Reviewed by,

Secretary

