

CARY AREA PUBLIC LIBRARY DISTRICT - BOARD MEETING

Thursday December 8, 2022

7:00 PM

Cary Area Library

1606 Three Oaks Road

MINUTES

1. Call to order, Board President, Jan Polep, called the meeting to order at 7:00 PM.
2. Roll call, Secretary- Present were Library Trustees: Jan Polep, Gayle Booth, Scott Migaldi, Jason Pinshower, Lisa Stordahl and Christina Rank. Also present were Executive Director Diane McNulty, Assistant Director Mona Reynolds and Administrative Services Manager Dawn Ferree. Absent: Tom Garvin.
3. Approval of board minutes from regular meeting November 10, 2022: The minutes from November 10, 2022 were reviewed. Motion to approve the minutes made by Pinshower, 2nd by Migaldi. On roll call, all ayes, Migaldi abstained.
4. Communications:
 - a. A new TIF district #3 is being formed that will incorporate what is left of TIF 1. This will include Arlington Club and Jack's Channels along the river and extend from there along both sides of NW Highway all the way to Cary Algonquin/Silver Lake Road. It will combine those parts of TIF 1 and will include Maplewood School and some of the Industrial area near Cary Algonquin. The remaining TIF 2 area will also be combined with TIF 3. The new proposed TIF will affect our tax base. Local taxing bodies are currently reviewing the proposals.
 - b. We are receiving an estimated amount of \$2,320 as a surplus distribution from TIF 1 closing.
5. Treasurer's report
Treasurer Pinshower reported that we opened the month with \$3,569,313.72 and closed with \$3,439,402.51. We received passport income of \$2,730, impact fees of \$11,520, combined property taxes of from McHenry County and Lake County of \$17,267.20 and gifts and memorials of \$2133.62. Motion to approve the treasurer's report made by Rank, 2nd by Booth. On roll call, all ayes, motion approved.
6. Approval of bills
 - a. November 2022, Treasurer Pinshower reported- Total approval of bills, transfers and payroll through December 8 of \$319,890.62.
 - b. Bills paid included: \$13,635.15 to IRMA, \$7,656.00 to Bibliotheca and \$1,744.28 to KnowBe4, Inc for security training. Motion to approve November bills made by Rank, 2nd by Booth. On roll call, all ayes, motion approved.
7. Statistics and Reports

- a. November statistics– Stats are available online for review. We are up in circulation and fully staffed.
 - b. The library now has a Spanish speaking staff member and the newly formed Spanish outreach committee will be meeting next week.
 - c. Diane provided an update on office space redesign.
 - d. Diane continues working on library policies. Her objective is to have a draft for the January meeting.
 - e. The Algonquin Library Trustees came to visit Cary Library to see the work of the Engberg Anderson Architectural firm.
8. Unfinished Business
- a. Cary Food Pantry has concerns with liabilities if they were to partner with the library. If the library were to establish a “little food pantry” in partnership with the Cary Food Pantry they would need to register users. The Cary Library does not have the staff to manage this.
9. New business:
- a. Diane reviewed information provided in her report to be submitted for the annual Per Capita grant. This was based on our discussions in previous board meetings on standards for serving our public. The report included how grant funds were used and how they helped make progress in meeting standards. Diane noted that the reporting protocol for this year was different from the previous year. She also commented that funds were at \$41,661.38 this year but will be decreasing next year because of the new census.
 - b. Deputize staff for election packets. Board secretary Christina Rank officially deputized staff.
 - c. Decennial Committees on Local Government Efficiency Act. We need two Cary Library users from the public to provide feedback in discussions on how the library can become more efficient. We will be setting up a meeting separate from our regular board meeting to do this in the next several months.
 - d. Executive Session 5 ILCS 120/2(c)21 for semi-annual review of minutes. It was decided that an executive session was not needed. A motion was made to release minutes to open session from a May 12, 2022 and a May 17, 2022 Committee of the Whole executive session without going into executive session. Pinshower made the motion 2nd by Migaldi. All ayes, motion approved. A motion was then made to approve and publish the executive session minutes from May 12, 2022 and May 17, 2022. Pinshower made the motion, 2nd by Migaldi. All ayes, motion approved. Booth and Stordahl abstained.
 - e. Our next meeting is scheduled for Thursday, January 12, 2023.
10. Adjourn- A motion to adjourn the meeting was made by Rank, 2nd by Booth. All ayes, motion approved. Meeting adjourned at 8:10 PM.

Respectfully submitted,

Secretary