

CARY AREA PUBLIC LIBRARY DISTRICT - BOARD MEETING

Thursday June 8, 2023

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 PM.
2. Roll call, Secretary- Present were Library Trustees: Gayle Booth, Tom Garvin, Teresa Hart, Scott Migaldi, Jason Pinshower, Jan Polep and Christina Rank. Also present were Executive Director Diane McNulty, Assistant Director Mona Reynolds, Administrative Services Manager Dawn Ferree and Lisa Stordahl. In addition, Jane Chivari and Barb Kalchbrenner were present.
3. Approval of board minutes from:
 - a. Finance Committee of the Whole meeting, May 11, 2023: The minutes from the Finance Committee of the Whole meeting were reviewed. Motion to approve the minutes made by Migaldi, 2nd by Pinshower. All ayes, motion approved. Garvin abstained.
 - b. Personnel Committee of the Whole meeting, May 11, 2023: The minutes from the Personnel Committee of the Whole meeting from May 11, 2023 were reviewed. Motion to approve the minutes made by Migaldi, 2nd by Booth. All ayes, motion approved.
 - c. Regular meeting May 11, 2023: The minutes from the regular Board Meeting from May 11, 2023 were reviewed. Motion to approve the minutes made by Booth, 2nd by Migaldi. All ayes, motion approved.
4. Communications: none.
5. Treasurer's report:
 - a. Pinshower reported that the library opened the month with \$2,525,860.92 and closed with \$2,516,297.62. We received PPRT of \$10,051.14, CCS RAILS quarterly grant income of \$2,113.62, and passport income of \$1,610.00. 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. June 2023, Pinshower reported- Total approval of bills, transfers and payroll through June 8, 2023 of \$428,219.25.
 - b. Bills paid included: \$2,725.00 to Combined Roofing Services, \$3,000 to Library Market, \$7,812.77 to RAILS and \$3,861.00 to Vogue Printers. Motion to approve March bills made by Rank, 2nd by Garvin. On roll call, all ayes, motion approved.
7. Unfinished Business:

The regular order of business was suspended with a motion by Migaldi and 2nd by Pinshower so that Pinshower could formally resign from the Board as part of unfinished business. All ayes, motion carried.

 - a. Resignation of library trustee: Pinshower formally resigned from the Board. His letter of resignation was forwarded to all Board members prior to the Board meeting. Pinshower spoke fondly about his six-year term and the Board and Library thanked him for his efforts during that time. A motion was made by Rank to formally recognize Pinshower's resignation, 2nd by Booth. One nay by Polep, motion carried.

- b. Appointment of library trustee. Stordahl was sworn in as a Board member replacing Pinshower. Stordahl will have to run again in 2 years when the next municipal election takes place if she chooses to continue on the Board. The Board is grateful that Stordahl has chosen to return as a member of the Board.
 - c. Decennial Committee: The Decennial Committees on Local Government Efficiency meeting met for the first time during the Board meeting as required by the act. Attending from the public were Barb Kalchbrenner and Jane Chivari. McNulty reviewed the requirements of the committee. This first meeting was an organizational meeting and its purpose was to identify ways for the Library to become more efficient. The library is already efficient in many ways as a result of initiatives over the past years. Public members suggested ways of being efficient including working more closely with the park district. This is already in process. The park district has provided the library with 4 pool passes that will become part of the "library of things". The Library was also planning on setting up a story walk within the community working with the Park District, but Covid put those plans on hold. The library also has a community grant with D26 focusing on social and emotional learning. The money given to the Library by D26 is being used for tools and materials to support this. A merger with the Fox River Grove Library was evaluated several years ago. Working with FOCAL, a volunteer Library group, has been a joint effort to fundraise for the Library through book sales. The Library works with the Cary Food Pantry by collecting food donations and by donating used books to them. The Library also donates books to the little free libraries as well as at the train station. The creation of memory care kits for Library patrons has been a combined effort with the Rotary Club. Master Gardeners have been brought in for programming, supporting children's gardening programs at the Library and for a story time at Hoffman Park that included a gardening activity. The Library has cooperated with the school district to allow them to use Library land for a driveway into the school. McNulty will accept e-mails with any other suggestions or ideas for community partnerships. Barrington Library sent surveys to community partners to get ideas. Cary Library will review consultant information that was done for the strategic plan for further ideas. In addition, CCS and Digital Library of Illinois and IRMA are all consortiums that the Library is part of which helps lower costs or provides the library with more services at no added cost.
 - d. Discuss and approve budget for FY 2023-2024: a motion was made by Migaldi to approve the FY2023-2024 version 2 budget as discussed in the earlier Finance Committee meeting with the understanding that we still need to revise final numbers for employee benefits, 2nd by Booth. On roll call, all ayes.
8. Statistics and Reports:
- a. June statistics: See OpenGov for statistics. The library has had a good turnout for programs. The summer reading program has been kicked off. The library is using teen volunteers again for this.
 - b. Department news: McNulty attended a TIF meeting on June 7 with Reynolds.
 - c. Director news: Office changes are going smoothly. The Board will be able to tour the area when the work is completed.
9. New business:
- a. Discussion and Approval of Ordinance 23-06-01 Setting Schedule of regular meetings: Stordahl moved to approve Ordinance 23-06-01 Setting Schedule of regular meetings, Scott 2nd. All ayes, motion approved.
 - b. Discussion and Approval of Ordinance 23-06-02 Appointing Attorney: Migaldi moved to approve Ordinance 23-06-02 Appointing Attorney, 2nd by Booth. All ayes, motion approved.
 - c. Discussion and Approval of Ordinance 23-06-03 Appointing Auditor: Garvin moved to approve Ordinance 23-06-03 Appointing Auditor, 2nd by Stordahl. All ayes, motion approved.

- d. Discussion and Approval of Ordinance 23-06-04 Appointing Bookkeeper: Booth moved to approve Ordinance 23-06-04 Appointing Bookkeeper, 2nd by Hart. All ayes, motion approved.
 - e. Discussion and Approval of Resolution 23-06-A Authorizing Public Library District Non-Resident Cards: Migaldi moved to approve Resolution 23-06-A Authorizing Public Library District Non-Resident Cards with appropriate date correction of 2023/2024, 2nd by Garvin. All ayes, motion approved.
 - f. Discuss and approve the 2023 building plan (Comes out of special reserve): Motion made by Migaldi to approve the Resolution No. 23-6-B (number revised as part of the motion): Resolution amending building plan and estimating funds and setting meeting for determination of financing. It covers landscaping and parking lot repair, 2nd by Hart. All ayes, motion approved.
 - g. Discuss and approve travel reimbursement addendum: A motion was made to approve the new travel reimbursement policy by Migaldi, 2nd by Stordahl. All ayes, motion approved.
 - h. Call for nomination of officers: Migaldi nominated Polep for president. Polep nominated Migaldi for vice-president. Rank nominated Stordahl for treasurer. Booth nominated Rank for secretary.
 - i. Election of Officers: The secretary cast a single ballot for all the officers nominated as moved by Migaldi, 2nd by Rank. All ayes, motion passed.
 - j. Discuss closing early on July 3: Rank motions that close the library at 5 pm on the evening of July 3rd, 2nd by Migaldi. All ayes, motion approved.
 - k. Our next meeting is scheduled for Thursday, July 13, 2023.
10. Closed Session 5ILSC 120/2 (c)1 the appointment, employment, compensation, discipline, performance, or dismissal of specific employees. No closed session, all business done in open meeting.
11. Any and all other business the Board may wish to discuss: .
- a. McNulty attended a Land Conservancy program last week on alternative energy incentives for public entities. There is a federal bill coming up next year that may provide incentives to provide solar or other alternative energy for public entities. In addition, the Land Conservancy is providing oak trees for free. McNulty will be working with the Conservancy to plant oak trees on the property.
 - b. McNulty discussed the TIF 3 meeting from last week. None of the committee members, one from each community entity, made a motion to move the TIF forward. Potentially the Library could lose up to \$500,000 in income if there was maximum growth due to the large property size. However, there is the potential for greater property taxes as a large part of the TIF is residential. Without the TIF the village is more limited in helping businesses invest. McNulty is planning to vote yes for this TIF at the June 27th meeting.
12. Adjourn- A motion to adjourn the meeting was made by Rank, 2nd by Migaldi . All ayes, motion approved. Meeting adjourned at 8:28 PM.

Respectfully submitted,

Secretary