

CARY AREA PUBLIC LIBRARY DISTRICT - BOARD MEETING

Thursday, January 11, 2024

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, Theresa Hart, Jan Polep, Christina Rank and Lisa Stordahl. Absent: Scott Migaldi. Also present were Executive Director Mona Reynolds, Assistant Director Becky Oberhauser, Administrative Services Manager Dawn Ferree, and Youth Services Associate Stephanie Parnell.
3. Approval of board minutes from:
 - a. Regular meeting December 14, 2023: The minutes from the regular Board Meeting from December 14, 2023 were reviewed. Motion to approve the minutes with one amendment made by Booth, 2nd by Stordahl. All ayes, motion approved. Stordahl abstained.
4. Communications:
 - a. Public Comment: None.
 - b. Correspondence:
 - i. CCS, the catalog consortium to which the Library belongs, is doing a trial period with Find More Illinois to determine if the service will meet the majority of interlibrary loan needs of CCS libraries. This pilot is being funded by CCS through grant funds awarded by RAILS. Reynolds believes CAPL will be going live with Find More Illinois in June and will keep us updated.
 - ii. Reynolds spoke to legal about the ethics ordinance. If changes are made to the ethics ordinance, the Board should make changes as an ordinance or resolution. The ordinance should be reviewed on a regular basis whether changes are made or not.
 - iii. The mayor's Round Table is scheduled for Thursday, March 14 from 11:30-1:00 at the Village Hall. Board members should let Reynolds know if they are interested in attending.
 - iv. The economic interest statement will need to be filed again this spring for all board members. Board members should be expecting an email alerting them to this requirement at the email address used in prior correspondence.
5. Treasurer's report:

- a. Treasurer Stordahl reported that the library opened the month with \$3,547,598.10 and closed with \$3,221,006.05. The Library received no McHenry County taxes this past month and \$995.55 in taxes from Lake County Property Taxes. Additional income came from passport income of \$1,435.00, PPRT of \$8,787.83 and gifts and memorials of \$38.99. Motion to approve the treasurer's report made by Garvin, 2nd by Rank. On roll call, all ayes, motion approved.
6. Approval of bills:
 - a. December 2023, Stordahl reported - Total approval of bills, transfers and payroll through January 11, 2023 of \$305,760.56.
 - b. Bills paid included \$2,322.22 to Bibliotheca, \$3,076.72 to Amazon and \$4,183.65 to Ingram. Motion to approve December bills made by Rank, 2nd by Booth. On roll call, all ayes, motion approved.
7. Statistics and Reports:
 - a. December statistics: Oberhauser reviewed statistics from OpenGov. Numbers are up in December from last year for door counts and circulation.
 - b. Department news: There were some new, well received programs in December including a Noon Year's Eve program. Details and photos were given in the written report.
 - c. Executive Director's report: Reynolds continues to get up to speed in her new role as the executive director attending meetings and working on projects as listed in her report to the Board.
8. Unfinished Business:
 - a. Strategic plan: Electronic sign dual language follow up: Currently it appears that no information is posted in dual language on any community electronic signs. The Spanish Outreach Community discussed this and feels this is a great way to connect with our Spanish speaking community. They will speak to electronic sign owners to see if we can initiate this in future communication.
 - b. Discuss and approve having a Narcan kit in the library: After discussion on Narcan that included input from CAPL Youth Services Associate and former police officer Stephanie Parnell, and input Reynolds received from legal and IRMA, the Library's insurance provider, the Board decided to hold off on approving having a Narcan kit until policy has been written and reviewed at a future board meeting. Reynolds requested a few months to complete this work and the Board was in agreement.
 - c. Discuss and approve having an AED available in the library: After discussing having an AED in the library with input Reynolds received from legal and IRMA, the Board made the decision to hold off on approving an AED until policy has been written and reviewed by the Board.
9. New business:

- a. Discuss the 2004 Ethics Ordinance: The Board agreed that the current ethics ordinance should be updated and discussed the five examples from various libraries reviewed by the Board prior to the meeting. The simpler, succinct format of these examples was preferred by all Board members present; a few additional points were suggested. Reynolds will use Board input and work with legal to update the current ordinance and plans to review it in the February Board meeting.
10. Any and all other business the Board may wish to discuss: Hart asked about passes to Museums in the Park. Reynolds will look into it. The Library does provide passes through Museum Adventure Pass and Explore More Illinois. Booth mentioned a few items that were discussed at the ILA Library Legislative Meet Ups including the high cost of electronic materials and competitive bidding.
11. Adjourn- A motion to adjourn the meeting was made by Rank, 2nd by Booth. All ayes, motion approved. Meeting adjourned at 8:24 PM.

Respectfully submitted,

Secretary