

## CARY AREA PUBLIC LIBRARY DISTRICT - BOARD MEETING

Thursday, March 14, 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, Scott Migaldi, Jan Polep and Christina Rank. Absent: Lisa Stordahl. Also present were Executive Director Mona Reynolds, Assistant Director/Youth & Teen Services Manager Becky Oberhauser and Youth Services Associate Jill Stanton.
3. Approval of board minutes from:
  - a. Regular meeting February 8, 2024: The minutes from the regular Board Meeting from February 8, 2024 were reviewed. Motion to approve the minutes made by Booth, 2nd by Migaldi. All ayes, motion approved.
4. Communications:
  - a. Public Comment: Violeta Spokas addressed the Board regarding the fees for materials policy.
  - b. Correspondence:
    - a. LACONI is hosting a Trustee Banquet on Friday, May 3, 2024 from 6-9 pm that will highlight book challenges and library advocacy. Let Reynolds know if you are interested in attending.
    - b. ILEAD Trustee Learning Portal has free training workshops available within the area to those on the Board interested. Hart has signed up.
    - c. ALA will be in San Diego from June 27-July 2. Let Reynolds know if you are interested in attending.
    - d. Upcoming webinars on FOIA and OMA sponsored by the Illinois Attorney General are available for those interested in attending.
    - e. Reynolds shared statistics provide by ALA on censorship. See their website for further details.
    - f. The mayor's business Round Table was earlier at the Village Hall. Reynolds, Hart, Polep and Rank all attended. Reynolds summarized highlights from the Mayor's presentation.
5. Treasurer's report:
  - a. Booth reported for Treasurer Stordahl that the library opened the month with \$3,084,657.55 and closed with \$2,928,152.42. The Library received no McHenry County Property Taxes and Lake County Property Taxes this month and PPRT of \$4,602.52. Revenues of \$3,710.00 came from passport income. Motion to approve the treasurer's report made by Rank, 2nd by Migaldi. On roll call, all ayes, motion approved.
6. Approval of bills:
  - a. February 2024, Booth reported for Treasurer Stordahl that the total approval of bills, transfers and payroll through March, 2024 was \$327,780.55.
  - b. Bills paid included \$9,468.00 to Sherman Mechanical (HVAC), \$5,919.56 to Ingram and \$5,600.00 to Current Technologies Corp. Motion to approve February bills made by Migaldi, 2nd by Rank. On roll call, all ayes, motion approved.
7. Statistics and Reports:
  - a. February statistics: See open.gov for statistics. Oberhauser reviewed statistics.

- b. Department news: Stanton, Youth Services Associate, provided the Board with insight into her work and success story of leading board game programs for kids and for introducing board games to the juvenile Library of Things collection. The Board appreciated Stanton's enthusiasm and commitment to continually expanding on offerings in the Youth & Teen Services department that create positive, non-screen, learning experiences for children and their families. When asked, Stanton shared her dream of creating a dynamic outdoor space for patrons.
  - c. Executive Director's report: Current Technologies, the Library's new IT company, is now officially working with Cary Library and kicked off a project at the library this past week. Reynolds is pleased with what she is seeing. Reynolds has also been working on the budget, updating the AED and Narcan policy with Oberhauser's assistance, updated incident reports to be rolled out at next staff meeting and updating Paylocity templates.
  - d. Strategic Plan update: Reynolds is updating the Strategic Plan after meeting with staff and will review it with the Board in April.
8. Unfinished Business:
- a. Discuss fundraising activities for the Illinois Library Luminary Award nomination: Booth asked for input on a fundraising letter that the Library will be sending out to request contributions for Diane McNulty's award/nominating fee. Booth will revise the letter and send it out to a list of identified potential contributors with included suggestions from the Board and Library staff.
  - b. Discuss Strategic Plan Activity: Experience, Goal 2, Board Development: The Board discussed Goal 2 Board Development activities listed in the Strategic Plan. Based on the discussion, Reynolds will rewrite the listed activities with suggestions made both by Oberhauser and the Board. The Board which has replaced four of its members since the original plan was developed, are looking to simplify the activities while still focusing on effective support of the Library. A more informal Board self-assessment is preferred.
  - c. Discuss and approve having an AED available in the library: After additional discussion, a motion was made by Rank to approve the new AED policy supporting an in-house AED, 2<sup>nd</sup> by Hart. All ayes, motion approved.
  - d. Discuss and approve having Narcan available in the library: After additional discussion, the board approved having Narcan/Naloxone available in the library. A motion was made by Migaldi to approve the Narcan/Naloxone policy with the attorney's modifications, 2<sup>nd</sup> by Rank. All ayes, motion approved.
9. New business:
- a. First Amendment audit: Reynolds updated the Board on a First Amendment audit that took place at the library on Wednesday, March 6, 2024. The Board expressed full support of the Library and the response administration took to handle the situation.
10. Any and all other business the Board may wish to discuss: The Board determined they would like to discuss the patron's comments in regards to the refund policy and asked Reynolds to place this on the agenda for next month.
11. Adjourn- A motion to adjourn the meeting was made by Rank, 2<sup>nd</sup> by Migaldi. All ayes, motion approved. Meeting adjourned at 9.44 PM.

Respectfully submitted,

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Secretary