

CARY AREA PUBLIC LIBRARY DISTRICT - BOARD MEETING

Thursday, April 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, Scott Migaldi, Jan Polep, Christina Rank and Lisa Stordahl. Also present were Executive Director Mona Reynolds and Hannah Bovino, Community Engagement Liaison. Assistant Director Becky Oberhauser arrived halfway through the meeting after an outreach event ended.
3. Approval of board minutes from:
 - a. Regular meeting March 14, 2024: The minutes from the regular Board Meeting from March 14, 2024 were reviewed. Motion to approve the minutes made by Booth, 2nd by Migaldi. All ayes, motion approved. Stordahl abstained.
4. Communications:
 - a. Public Comment: None.
 - b. Correspondence:
 - a. Booth and Migaldi offered to speak to potential trustee candidates that library staff have identified.
 - b. The Library is offering a mental health first aid training program on Saturday, April 27 and needs additional people to sign up in order to run the program.
5. Treasurer's report:
 - a. Treasurer Stordahl reported that the library opened the month with \$2,928,152.42 and closed with \$2,791,270.20. The Library received no McHenry County or Lake County Property Taxes this month. Revenues of \$4,865.00 came from passport income and \$172.91 came from a non-resident fee. Motion to approve the treasurer's report made by Rank, 2nd by Hart. On roll call, all ayes, motion approved.
6. Approval of bills:
 - a. March 2024, Treasurer Stordahl reported that the total approval of bills, transfers and payroll through April 11, 2024 was \$220,383.10.
 - b. Bills paid included \$6,658.65 to Ingram Library Services and \$5,371.45 to Current Technologies Corp. Motion to approve March bills made by Stordahl, 2nd by Rank. On roll call, all ayes, motion approved.
7. Statistics and Reports:
 - a. March statistics: See open.gov for statistics. Reynolds reviewed statistics. Numbers were high for multi-age programming and database use. Reynolds will follow up on why these numbers were high. (Note: In a follow up e-mail, Reynolds confirmed that the multi-age programs were high due to the origami take-and-make activity that was a part of the Library Lovers Expedition. Database usage stats were higher than normal due to higher than

average usage of AtoZ Databases with a total of 26,885 records viewed in March. This is most likely a result of local businesses utilizing the database.) Library Lovers Expedition (a multi-library program) statistics were provided by another library as follows: 318 Cary patrons participated, 1,480 people visited our library for the expedition and a total of 3,113 people participated in the expedition in total.

- b. Department news: There will be an Olympic theme for the summer reading program, "Read for the Gold". The library hosted a literacy program with D26 on how families can support literacy and how literacy impacts academic success. The program was well received and D26 has indicated that they would like to continue to partner on this program.
 - c. Executive Director's report: Reynolds covered the areas she has been working on this past month as outlined in her report.
 - d. Staff presentation: Hannah Bovino, Community Engagement Liaison, provided a summary of several grants that the library has been working on. First she discussed the Rotary Club of Cary-Grove grant which was used to improve and expand on youth materials for the Spanish speaking community. With the \$1,000 grant, the library purchased theme kit materials with books, games and activities in addition to other materials. The collection has been moved for greater visibility and is now closer to adult Spanish materials. To get the word out, the Spanish Outreach Committee (SOC) will be attending D26 schools' open houses and has invited the D26 Bilingual Parent Advisory Council to the Library for a presentation. The SOC will also be attending other community events and focusing on other opportunities to connect with the Spanish speaking community. The second grant the Library has been working on over the past two years is the PBIS (Positive Behavior Interventions and Supports) Cary Community Grant in partnership with Midwest PBIS along with Cary School D26 and the Pioneer Center for Human Services. The purpose of the grant is to address mental health in our community through combined efforts of all partners to support social and emotional learning and safety and wellness of students and their families. The program is now in place and Bovino and Oberhauser who serve on the District Community Leadership Team are assisting students by providing materials and information kits that cover a wide range of social emotional topics to address student needs. The story walk now being installed at Jaycee Park will also include stories using some of these materials purchased by the grant. When asked, Bovino said that she would love to add a teaching garden to the Library. She sees the potential to work in partnership with other community members to make this happen.
8. Unfinished Business:
- a. For discussion and decision: the Illinois Library Luminary Award donation letter: The donation letter was finalized and a plan was put in place to send out letters.
9. New business:
- a. For discussion and decision: Recommendations from the Strategic Planning Committee to update the Activity Plan. Reynolds reviewed the Strategic Plan and updated the board development goals based on Board input which reflected a more informal approach than the Board involved in the original plan. A motion was made by Stordahl to update the strategic plan with all the changes presented and discussed over the past several months, 2nd by Booth. All ayes, motion approved.
 - b. For discussion and decision: Bylaws and Policy updates. A motion was made by Booth to approve the following policy updates: 2.6.4 Personal Information Protection, 3.3 Capital Asset Policy, 5.6.6 Cards for Kids, and removal of 3.4 Disposal of Surplus Property due to

redundancy of information in 3.3 Capital Asset Policy, as presented by Reynolds, 2nd by Rank. On roll call, all ayes. On the final policy presented— 5.8 Fees for Materials, Migaldi made a motion to drop Unique as the Library's collection agency and to handle collection in-house if there is no contract currently with Unique. If there is a contract with Unique, further discussion will be warranted in May's Board meeting, 2nd by Booth. All ayes, motion approved.

- c. For discussion and decision: a previously presented request from a patron for an exemption to the refund policy. A motion was made by Booth to refund the patron's payment as long as the materials are returned to the Library after Trustees voiced and discussed their concerns with this exemption, 2nd by Stordahl. The motion was approved with 4 ayes (Booth, Hart, Rank, Stordahl), two neighs (Migaldi, Polep) and one abstention (Garvin).
- 10. Any and all other business the Board may wish to discuss: Hart mentioned an interest in learning more about Library finances.
 - 11. Adjourn- A motion to adjourn the meeting was made by Migaldi, 2nd by Booth. All ayes, motion approved. Meeting adjourned at 9:30 PM.

Respectfully submitted,

Secretary