

## **CARY AREA PUBLIC LIBRARY DISTRICT - BOARD MEETING**

**Thursday, May 8, 2025**

**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: Gayle Booth, Tom Garvin, Scott Migaldi, Jan Polep, Christina Rank and Lisa Stordahl. Also present were Executive Director Mona Reynolds, Assistant Director Becky Oberhauser and Administrative Services Manager Dawn Ferree. Absent: Theresa Hart.
3. Approval of board minutes from:
  - a. Regular Board meeting April 10, 2025: The minutes from the regular Board Meeting of April 10, 2025 were reviewed. Motion to approve the minutes made by Booth, 2nd by Garvin. All ayes, motion approved.
4. Communications:
  - a. Public Comment: Peter Spizzirri addressed the Board with suggestions for the library 75<sup>th</sup> anniversary celebration specifically the idea of a dance party outside on library property. Similar events were conducted inside the Library in the past with great success.
  - b. Correspondence:
    - i) Hannah, Community Engagement Liaison, will represent the Library at Cruise Night on 8/20.
    - ii) The library will be transitioning from Comcast to AT&T with the possibility of some downtime on or around July 1.
    - iii) There is a Trustee training scheduled for June 14, 2025. Reynolds has sent out an e-mail to Trustees for those interested in attending.
5. Treasurer's report:
  - a. April 2025, Treasurer Stordahl reported that the Library opened the month with \$ 3,157,658.06 and closed with \$3,006,086.98. The Library received no McHenry County Property Taxes or Lake County Property Taxes and \$2,501.94 in PPRT. Revenues of \$2,520.0 came from passport income as well as a non-resident fee of \$348.72. No grants were received. 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. April 10, 2025, Treasurer Stordahl reported that the total approval of bills, transfers and payroll through April 10, 2025 was \$361,687.56.
  - b. Bills paid included \$6,000.56 to Demco, \$6,886.45 to Ingram Library Services and \$14,170.10 to Cooperative Computer Services (CCS). Motion to approve April bills made by Rank, 2nd by Booth. On roll call, all ayes, motion approved.
7. Statistics and Reports:
  - a. April statistics: Oberhauser reviewed statistics. Both WIFI and circulation numbers were up. It was noted that with inflation, the Library typically observes increases in library usage.
  - b. Department news: Board packet reports from each Library department were briefly reviewed.
  - c. Executive Director's report: Reynolds reviewed items outlined in her report in the Board packet.

- d. Strategic Plan update: Reynolds/Oberhauser updated the Board on the Strategic Plan. The strategic plan is nearly completed aside from two outstanding projects.
8. Unfinished Business: None.
9. New business
- a. Discuss and decide: Annual Intergovernmental Agreement for driveway with District 26 – A move was made by Rank to continue with the Annual Intergovernmental Agreement for the library access driveway, 2<sup>nd</sup> by Migaldi. On roll call, all ayes, motion approved.
  - b. Discuss and decide: Disposal of surplus library property: A motion was made by Garvin, 2<sup>nd</sup> by Migaldi to allow the Library to dispose of the following library property: 2 round tables, 12 chairs, 1 large format printer, 1 network switch, 1 firewall, 3 servers, 2 flower pots. The Library will attempt to donate or sell the materials according to 75 ILCS 16/30-55.32.
  - c. Swearing in of Library Trustees: Siobhan McCullough, Rachel Shattuck, and Lisa Stordahl were sworn in as Trustees to the Library Board as witnessed by all those attending the Board meeting. The Trustees all welcomed McCullough and Shattuck who briefly introduced themselves.
10. Executive Session 5 ILCS 120/2(c)21 for semi-annual review of minutes and 5 ILCS 120/2(c)1 performance and compensation of the Library's Executive Director. Migaldi made a motion to enter executive session to review minutes and discuss performance and compensation of the Library's Executive Director and to include new Library Trustees Siobhan McCullough and Rachel Shattuck, 2<sup>nd</sup> by Stordahl. All ayes, motion approved.
- After returning from Executive Session at 8:17, the following two motions were made:
- a. Migaldi made a motion to approve and publish December 12, 2024 closed session minutes, 2<sup>nd</sup> by Booth. All ayes, motion approved.
  - b. Migaldi made a motion to increase the executive director's salary by 4.5%, 2<sup>nd</sup> by Stordahl. On roll call, all ayes, motion approved.
11. Any and all other business the Board may wish to discuss: Scott Migaldi discussed his time on the Board. The remaining Trustees thanked Jan Polep and Scott Migaldi for their combined service and reminisced about all they had experienced over their many years as Trustees. The Trustees all wish Jan and Scott the best as they move on to new adventures.
12. Adjourn- A motion to adjourn the meeting was made by Rank, 2<sup>nd</sup> by Migaldi. All ayes, motion approved. Meeting adjourned at 8:38 PM.

Respectfully submitted,

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Secretary