CARY AREA PUBLIC LIBRARY DISTRICT - BOARD MEETING
Thursday, August 14, 2025
7:00 p.m.
Cary Area Library
1606 Three Oaks Road
MINUTES

1. Call to order, Board President, Tom Garvin, called the meeting to order at 7:00 PM.
2. Roll call, Secretary- Present were Library Trustees: Gayle Booth, Trixie Dantis, Tom Garvin, Siobhan McCullough, Christina Rank, Rachel Shattuck, and Lisa Stordahl. Also present were Executive Director Mona Reynolds, Assistant Director Becky Oberhauser, and Administrative Services Manager Dawn Ferree.
3. Approval of board minutes from:
    a. Regular Board Meeting, July 10, 2025. The minutes from the regular Board Meeting of July 10, 2025 were reviewed. Motion to approve the minutes made by Stordahl, 2nd by Shattuck. On voice vote, all ayes, motion approved.
4. Communications:
    a. Public Comment: None
    b. Correspondence:
        i. Letter from the office of the Secretary of State: Legislation to enhance protections for Illinois Libraries
        ii. IL Senate Bills 220 and 1550
        iii. IL House Bills 42 and 1910
5. Treasurer's report:
    a. July 2025: Treasurer Stordahl reported that the Library opened the month with $3,869,404.11 and closed with $ 3,782,127.81. The library received McHenry County Property Taxes and Lake County Property Taxes totaling $1,33,087.21 and $0 in PPRT. Revenues of $ 2,450.00 came from passport income as well as a non-resident fee of $ 502.04. No grants were received. Motion to approve the treasurer's report made by Rank, 2nd by McCullough. On roll call, all ayes, motion approved.
6. Approval of bills:
    a. July 2025, Treasurer Stordahl reported that the total approval of bills, transfers, and payroll through August 14, 2025 was $343,642.84.
    b. Bills paid included $14,714.15 to CCS, $5,594.73 to Ingram Library Services, $4,968.45 to Vogue Printers and $5,172.30 to Outsource IT Solutions. Motion to approve July bills made by Rank, 2nd by Booth. On roll call, all ayes, motion approved.
7. Statistics and Reports:
    a. July statistics: Oberhauser reviewed statistics.
    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 updated the board on the Strategic Plan.
        i. Staff completed additional community leader interviews.
8. Unfinished Business:
    a. Discuss and decide: Revise Personnel Policy 4.6.2.2 Health Insurance Buyout to phase out effective 6/30/26. The board reviewed the revised policy. A motion to approve the policy with the amendment of the start date coordinating with open enrollment was made by Booth, 2nd by Rank. On voice vote, all ayes. Motion carried.
9. New Business:
    a. Appoint and swear in Trixie Dantis to fill Cary Area Public Library District Trustee Vacancy.
        i. Dantis was appointed at the July Meeting. Dantis took the oath and was sworn in.
    b. Short Trustee introductions.
        i. The trustees each briefly introduced themselves and shared about their professional backgrounds.
    c. Discuss and decide: 25-08-A Resolution Determining Financing of Amended Building Plan.
        i. Items on the Amended Building Plan were reviewed by Reynolds.
        ii. Motion to approve 25-08-A Resolution Determining Financing of Amended Building Plan made by Stordahl, 2nd by Shattuck. On roll call, all ayes, motion approved.
    d. Discuss and decide: 25-08-B Resolution Amending Bank Signatories for Cary Area Public Library Accounts.
        i. Resolution briefly reviewed by Reynolds.
        ii. Motion to approve 25-08-B 25-08-B Resolution Amending Bank Signatories for Cary Area Public Library Accounts made by Booth, 2nd by Stordahl. On voice vote, all ayes, motion approved.
    e. Discuss and decide: Ordinance 25-08-01 Combined Annual Budget and Appropriation Ordinance for Library Budget Purposes for the Fiscal Year 2025/2026.
        i. Reynolds briefly reviewed the ordinance.
        ii. Motion to approve Ordinance 25-08-01 Combined Annual Budget and Appropriation Ordinance for Library Budget Purposes for the Fiscal Year 2025/2026 as amended made by Stordahl, 2nd by Rank. On roll call, all ayes, motion carried.
    f. Discuss and decide: Bylaws revisions: 6.4 Meeting, Study, and Conference Rooms, 6.4.1 Use of Meeting Rooms, 6.4.2 Use of Study Rooms and Conference Room.
        i. Counsel’s suggested revisions to the policies were reviewed by Reynolds.
        ii. Motion to approve revisions to Bylaws 6.4 Meeting, Study, and Conference Rooms, 6.4.1 Use of Meeting Rooms, 6.4.2 Use of Study Rooms and Conference Room made by Rank, 2nd by Stordahl. On voice vote, all ayes. Motion carried.

g. Discuss and decide: Personnel Policy: Longevity Award Leave
    i. The new policy was reviewed by Reynolds.
    ii. Motion to approve the Personnel Policy: Longevity Award Leave was made by Rank, 2nd by Booth. On voice vote, all ayes. Motion carried.
h. Discuss and decide: Disposal of Surplus Property
    i. Reynolds reviewed the list: two three-panel fabric display boards
    ii. Motion to approve the disposal of surplus property made by Booth, 2nd by Shattuck. On voice vote, all ayes. Motion carried.
i. Accept the IPLAR for FY24/25
    i. IPLAR for FY 24/25 was briefly reviewed.
    ii. Motion to accept IPLAR with the updated trustee listing and completed review of minutes made by Rank, 2nd by Dantis. On voice vote, all ayes. Motion carried.
j. Executive Session 5 ILCS 120/2(c)1 The appointment, employment, compensation, discipline, performance, or dismissal of specific employees.
    i. Motion to enter Executive Session made by Booth, second by Rank. On voice vote, all ayes. Motion carried. The Board went into executive session at 8:11pm.
    ii. Returned from Executive Session at 8:47pm.
        1. Roll call, Secretary- Present were Library Trustees: Gayle Booth, Trixie Dantis, Tom Garvin, Siobhan McCullough, Christina Rank, Rachel Shattuck, Lisa Stordahl. Also present were Executive Director Mona Reynolds, Assistant Director Becky Oberhauser, and Administrative Services Manager Dawn Ferree.

10. Any and all other business the Board may wish to discuss:
    a. The board discussed beginning a search for a new Executive Director.
        i. The board will have a Committee of the Whole meeting at 7:00pm on Thursday, August 28 to further discuss the job posting and search.
11. Adjourn- A motion to adjourn the meeting was made by Rank, 2nd by Stordahl. On voice vote, all ayes, motion approved. Meeting adjourned at 8:55 PM.

Respectfully submitted,

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Secretary