CARY AREA PUBLIC LIBRARY DISTRICT - BOARD MEETING
Thursday, September 11, 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, 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 August 14, 2025: The minutes from the regular Board Meeting of August 14, 2025 were reviewed. Motion to approve the minutes as corrected made by Stordahl, 2nd by Booth. On voice vote, all ayes, motion approved.
    b. Committee of the Whole Meeting August 28, 2025: The minutes from the Committee of the Whole Meeting of August 28, 2025 were reviewed. Motion to approve the minutes made by Booth, 2nd by Dantis. On voice vote, all ayes, motion approved.

4. Communications:
    a. Public Comment: None.
    b. Correspondence:
        i. ILA Annual will take place in Rosemont from October 14 - October 16, 2025 with a Trustee Breakfast on 10/16.
        ii. Lauterbach & Amen will attend the board meeting in November 2025 to review the audit.
        iii. Learning opportunity, Library Policy Retreat for Board by ALA on 9/27/25.

5. Treasurer's report:
    a. August 2025, Treasurer Lisa Stordahl reported that the Library opened the month with $3,782,127.81 and closed with $ 3,787,297.41. The library received $147,300 in McHenry County Property Taxes and $3,458.36 in Lake County Property Taxes and $4,959.52 in PPRT. Revenues of $1,260 came from passport income as well as a non-resident fee of $469.34. $40,202.60 was received from the Per Capita Grant. 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. August 2025, Treasurer Lisa Stordahl reported that the total approval of bills, transfers, and payroll through September 11, 2025 was $363,282.42.

b. Bills paid included $6,039.38 to Constellation Electricity, $8,968.82 to Ingram Library Services, $6,350.00 to Lauterbach & Amen, $5,172.30 to Outsource IT Solutions, and $15,827.96 to Nobel Tech. Motion to approve August bills made by Rank, 2nd by McCullough. On roll call, all ayes, motion approved.

7. Statistics and Reports:
    a. August 2025 statistics: Oberhauser briefly reviewed statistics.
    b. Department news: Board packet reports from each Library department were briefly reviewed. Highlights included a high number of outreach interactions at Back to School events.
    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. The Engage section of the plan was completed. The newly created Outreach Plan for Non-Users was reviewed. The last item that needs to be completed is the diverse programming track in the Enrich portion of the plan. This will be completed in October 2025.

8. Unfinished Business:
    a. Library's Executive Director Search: The Board discussed how they would like to choose applicants to interview and how they would like to conduct interviews.

9. New Business:
    a. Review and Discuss the Illinois Public Library Standards: Reynolds reviewed the completed Illinois Public Library Standards Compliance Checklist.
    b. Reynolds highlighted areas of opportunity for the library.
    c. Discuss and decide: Disposal of Surplus Property: none.

10. Any and all other business the Board may wish to discuss:
    a. McCullough complimented a staff member who was working at the information desk the other night for providing good customer service.
    b. Shattuck suggested the library partner with the Prairie Grove mascot.
    c. McCullough shared information about teen services connecting with the high school English Department.

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 08:28 PM.

Respectfully submitted,

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Secretary