

CARY AREA PUBLIC LIBRARY DISTRICT - BOARD MEETING

Thursday, November 13, 2025

7:00 PM

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, Tom Garvin, Siobhan McCullough, Christina Rank and Rachel Shattuck. Also present were Interim Executive Director Becky Oberhauser, Administrative Services Assistant Robin Moore, and Hannah Cullerton of Lauterbach & Amen. Absent: Rachel Shattuck and Lisa Stordahl.
3. Approval of board minutes from:
 - a. Regular Board meeting, Thursday, October 9, 2025: The minutes from the regular Board Meeting of Thursday, October 9, 2025 were reviewed. Motion to approve the minutes made by McCullough, 2nd by Rank. All ayes, motion approved.
4. Communications:
 - a. Public Comment: none.
 - b. Audit Presentation from Lauterbach & Amen: Hannah Cullerton of Lauterbach & Amen presented the audit and responded to several questions by the Board. The Library received the highest marks for the audit and L & A recognized the Library for its efficient efforts in completing the audit.
 - c. Correspondence: none.
5. Treasurer's report:
 - a. October 2025, Booth reported for Treasurer Stordahl that the Library opened the month with \$4,562,061.45 and closed with \$4,431,284.73. The Library received \$36,495.90 in McHenry County Property Taxes and \$13,722.03 in Lake County Property Taxes for a total of \$50,217.93. and \$4,189.66 in PPRT. Revenues of \$2,415.00 came from passport income as well as a non-resident fee of \$674.78. 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. October 2025, Treasurer Stordahl reported that the total approval of bills, transfers and payroll through November 13, 2025 was \$407,406.87. Bills paid included \$6,689.82 to Ingram Library Services, \$6,844.44 to Outsource, IT Solutions and \$14,714.15 to Cooperative Computer Services. Motion to approve October bills made by McCullough, 2nd by Rank. On roll call, all ayes, motion approved.
7. Statistics and Reports:
 - a. October statistics: Oberhauser reviewed statistics.
 - b. Department news: Board packet reports from each Library department were briefly reviewed.
 - c. Executive Director's report: Interim Executive Director Oberhauser reviewed items outlined in Executive Director's report in the Board packet.
 - d. Staff Presentation: Jill Stanton, Youth Services Associate, arrived. She reviewed and entertained the board with her presentation on the 4th grade visits to the Library. Jill left the meeting after her presentation.
8. Unfinished Business:

- a. Discuss and Decide: Pay off loan early. Oberhauser reviewed Ordinance No. 25-11-2, an Ordinance providing for the redemption and retirement of certain outstanding General Obligation (Limited Tax) Debt Certificates of the Cary Area Public Library, McHenry and Lake Counties, Illinois which authorizes the library to pay off the loan in December. Booth moved to approve Ordinance No. 25-11-2, 2nd by McCullough. On roll call, all ayes, motion approved.
9. New business
- a. Acceptance of the financial audit for FY2024/2025: Booth made a motion to accept the financial audit for FY2024/2025 as presented by Lauterbach & Amen, 2nd by Dantis. On roll call, all ayes, motion approved.
 - b. Discuss and Decide: Ordinance No. 25-11-1 Levying Taxes for Library Purposes for the Fiscal Year 2025/2026: Booth made a motion to approve Ordinance No. 25-11-1 Levying Taxes for Library Purposes for the Fiscal Year 2025/2026, 2nd by Rank. On roll call, all ayes, motion approved.
 - c. Discuss and Decide: Resolution No. 25-11-A Authorizing the Adoption of the Web Content Accessibility Guidelines: Oberhauser reviewed Resolution No. 25-11-A. McCullough made the motion to pass Resolution No. 25-11-A Authorizing the Adoption of the Web Content Accessibility Guidelines, 2nd by Booth. On voice vote, all ayes, motion passed.
 - d. Discuss and Decide: Proclamation honoring Mona Reynolds for her service as Executive Director: Rank moved to pass the Proclamation honoring Mona Reynolds for her service as Executive Director, 2nd by McCullough. On voice vote, all ayes, motion passed.
 - e. Discuss and decide: Disposal of Surplus Property: Items to be disposed of were reviewed by Oberhauser. Rank moved to approve the disposal of surplus property as follows: a metal lap top cart to be sold, a metal outlet narrow body laptop station to be sold and an old HP LaserJet printer that has fully depreciated to be posted for free on the RAILS website, 2nd by Dantis. On roll call, all ayes, motion approved.
 - f. Discuss and Decide: Closed dates for 2026: Booth made the motion to approve the closed dates for 2026, 2nd by McCullough. On voice vote, all ayes, motion passed.
 - g. Review announcement of new Executive Director to post on website: Oberhauser reviewed the announcement of the new Executive Director and it was approved by the Board. It will be posted in the next several days on the Library website.
 - h. Closed Session 5 ILCS 120/2(c)1 The appointment, employment, compensation, discipline, performance, or dismissal of specific employees. A motion was made to go into Closed Session at 8:21 by Booth to discuss 5 ILCS 120/2(c)1 The appointment, employment, compensation, discipline, performance, or dismissal of specific employees, 2nd by McCullough. On voice vote, all ayes, motion passed. The closed session ran until 8:35 at which time, the Board returned to open session. Present were Library Trustees: Gayle Booth, Tom Garvin, Siobhan McCullough, Christina Rank and Rachel Shattuck. Also present were Interim Executive Director Becky Oberhauser, and Administrative Services Assistant Robin Moore. A motion was made by Booth to award Interim Executive Director Becky Oberhauser with a \$5,000 bonus to compensate her for the additional responsibilities she is taking on as Interim Executive Director, 2nd by Dantis. On roll call, all ayes, motion approved.
10. Any and all other business the Board may wish to discuss: none.
11. Adjourn- A motion to adjourn the meeting was made by Rank, 2nd by Dantis. All ayes, motion approved. Meeting adjourned at 8:40 PM.

Respectfully submitted,

Secretary