

CARY AREA PUBLIC LIBRARY DISTRICT BOARD MEETING

**Thursday, November 11, 2010
7:00 p.m.**

**Cary Area Library
Meeting Room
1606 Three Oaks Road**

MINUTES

1. Call to order, Margaret Myers, Board President - Library Board President Margaret Myers called the meeting to order at 7:03 p.m.
2. Roll call, Rebecca Lee, Secretary - Present were Library Trustees Tom Garvin, Barb Kalchbrenner, Scott Migaldi, Margaret Myers and Jan Polep. Also present were Library Director Diane McNulty and Administrative Assistant Karen Long.
3. Approval of board minutes from:
 - a. Regular Board meeting October 14, 2010 - the minutes from October 14, 2010 were reviewed. Garvin motioned to approve the minutes, Kalchbrenner seconded. On roll call Garvin, Myers and Polep aye, Kalchbrenner and Migaldi abstained. Motion approved.
4. Communications
 - a. Levy hearing - there were no public present for the levy hearing.
5. Treasurer's report, Barbara Kalchbrenner, Treasurer - Kalchbrenner reported the library opened the month with a balance of \$2,781,800.00. We are through 4 months of spending and all line items look fine. We received \$3,543.83 in Personal Property Replacement Taxes, \$1,145.56 from Lake County and \$24,068.60 from McHenry County. Still no per capita grant money. There was a \$200 donation from Mr. Tafel, and \$144.44 from a non resident fee. The month closed with a balance of \$2,710,000.00. Garvin motioned to accept the treasurer's report, Migaldi seconded. On roll call all ayes, motion approved.
6. Approval of bills
 - a. October 2010 - Kalchbrenner presented the board with bills totaling \$181,398.92. After the adjustments from the audit were entered all funds except for the audit fund are back in the black. Larger bills included the \$2,980 balance to Meilahn Manufacturing for the new DVD and CD drawers, \$440 to Fox River Glass for a replacement window, \$302.10 to H.R. Stewart for restroom repairs and \$546.73 to Tiger Direct for replacement monitors. There was also a bill from our attorney Robert W. Smith for \$1,275.00. Migaldi motioned to approve paying the bills, Polep seconded. On roll call all ayes, motion approved.
7. Librarian's report
 - a. October statistics – the month's statistics were presented
 - b. Dept. news – the department news was presented
 - c. Director's report
8. Unfinished Business - there was no unfinished business.

9. New business

- a. Discuss and approve an Ordinance levying taxes for library purposes for the fiscal year 2010/2011 - Myers noted again that there were no members of the public present for the levy hearing. This levy is very close to the working budget due to the limited amount of increase we are asking for. Migaldi motioned to approve Ordinance 10-11-1 , Polep seconded. On roll call all ayes, motion approved.
- b. IRMA deductible – Diane said we needed to make our annual decision as to the deductible level for IRMA. Last year it was \$10,000 and the board decided to maintain that level.
- c. Holiday Pay - Diane asked if we could pay the part time staff who are scheduled to work when we close for a holiday like Christmas, Thanksgiving, etc. We currently budget staff based on working x number of hours per week so it's not increasing the budget. This would be a change to the policy but we know we have to do an update to the policy before next June for a new Identity Protection Policy. It was decided to pay staff for their scheduled hours if we close for a holiday; summer Sunday's, Mother's Day and Easter will not be included for full or part time staff. This will be implemented with the Thanksgiving holiday this month.

10. Any and all other business the Board may wish to discuss - Jan discussed the NSLS garage sale and the preview of the online auction site.

11. Adjourn - the meeting adjourned at 8:15 p.m.

Respectfully submitted,

Administrative Assistant

Reviewed by,

Secretary