

CARY AREA PUBLIC LIBRARY DISTRICT BOARD MEETING

Thursday, November 10, 2011
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 7:02 p.m.
2. **Roll call, Jan Polep, Secretary** - Present were Library Trustees Susan Brabeck, 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 13, 2011** - The minutes from October 13, 2011 were reviewed. Correction to Jan's name in Item 3A was noted (should be an 'e' in Polep, not a 2nd "o"). Motioned to approve the minutes as corrected by Garvin, 2nd by Kalchbrenner. On roll call Brabeck, Garvin, Kalchbrenner, Myers and Polep aye, Migaldi abstained. Motion approved.
4. **Communications**
 - a. **Levy hearing** - There were no members of the public present for the levy hearing.
5. **Treasurer's report, Barbara Kalchbrenner, Treasurer** - Kalchbrenner reported the library opened the month with balance of \$2,771,000.00. Personal Property Replacement Tax receipts were \$3275.63. The library received \$ 274,959.80 in tax receipts from McHenry Co. and \$ 1380.00 from Lake County. There was the annual Tafel donation of \$200.00. The Per capita grant money came for FY09/10 totaling \$28,749.43. Capital project costs will be recalculated out of special reserve after all bills are paid. The month ended with a balance of \$2,895,600.00. Polep motioned to accept the treasurer's report, Brabeck seconded. Lee entered the meeting at 7:06 pm. On roll call Brabeck, Garvin, Kalchbrenner, Migaldi, Myers and Polep aye, Lee abstained. McNulty reported on the legislation regarding the Personal Property Replacement Tax.
6. **Approval of bills**
 - a. **October 2011** - Kalchbrenner presented the board with bills totaling \$260,738.86. Larger bills included \$9283.00 to Ebsco for the online magazine database and Consumer Reports, \$1155.00 to Double S Janitorial Services for the monthly cleaning and the windows, \$416.00 to Shaw Suburban Media for the levy black box publication and \$1865.00 to SRBL Architects as the final payment for the sidewalk project. Scott questioned why we use the Northwest Herald for our publications. Tom questioned the wording for approval; ratifying or approving (or both?). Motion to approve the total amount on the treasurer's report of \$260,738.86 was made by Garvin, seconded by Lee. On roll call all ayes, motion approved.

7. Librarian's report
 - a. October statistics – the months statistics were presented
 - b. Dept. news – the department news was presented
 - c. Director's report

8. **Unfinished Business** - Diane had the final walk through on the sidewalk project. Extra stone and landscaping was added in the front of the building to help cover the new piping and added mulch next to back patio.

9. **New business**
 - a. **Discuss and approve an Ordinance levying taxes for library purposes for the fiscal year 2011/2012.** - Discuss and approve an Ordinance levying taxes for library purposes for the fiscal year 2011/2012 - These numbers were approved on the Truth in Taxation Ordinance last month (and were published). Motion to approve Ordinance 11-11-1 levying taxes for library purposes for the fiscal year 2011/2012 by Kalchbrenner, seconded by Garvin. On roll call all ayes, motion approved.

10. **Any and all other business the Board may wish to discuss** - There was a meeting of the McHenry health department with representatives from various nonprofit organizations, including 2 libraries, about food restrictions at our meetings and programs. Good news is that some of the restrictions have been eased for us. PLA in March; Jan is signed up, Barb would like to go if enough money and Margaret wants to go. ALA is in Anaheim next June. Diane would need to know by the end of Nov. who wants to go to ALA since rooms open up Jan. 2. We also need to plan on doing the next long range plan in FY 12/13. If we want to hire a consultant to facilitate that would have to be discussed before the next budget.

11. **Adjourn** - The meeting adjourned at 8:31 p.m.

Respectfully submitted,

Administrative Assistant

Reviewed by,

Secretary