

CARY AREA PUBLIC LIBRARY DISTRICT BOARD MEETING

**Thursday, February 12, 2009
7:00 p.m.**

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

MINUTES

1. Call to order, Tom Garvin, Board President –
Library Board President Tom Garvin called the meeting to order at 7:03 p.m.
2. Roll call, Margaret Myers, Secretary - Present were Library Trustees Tom Garvin, Barb Kalchbrenner, Scott Migaldi, John Morrison and Margaret Myers. Also present were Library Director Diane McNulty and Administrative Assistant Karen Long.
3. Approval of board minutes from:
 - a. Regular Board meeting January 15, 2009 - The minutes from January 15, 2009 were reviewed. Kalchbrenner motioned to accept the minutes, Myers seconded. On roll call Garvin, Kalchbrenner, Morrison and Myers aye, Migaldi abstained. Motion approved.
4. Communications
5. Treasurer's report, Barbara Kalchbrenner, Treasurer –
Kalchbrenner reported the month opened with a balance of \$2,422,300.00. We are 7 months into the fiscal year. We received the last tax revenue payment from McHenry County for the year and we also received \$2454.95 in Personal Property Replacement tax. Interest income is still less than .5%. The month ended with a balance of \$1,960,800.00. Myers motioned to approve the treasurer's report, Migaldi seconded. On roll call all ayes, motion approved. Gary Neudahl entered the meeting at 7:16 p.m.
6. Approval of bills
 - a. January 2009 - Kalchbrenner presented the board with bills totaling \$218,888.74 with an additional \$22,624.16 written after the bookkeepers visit. Larger bills included \$14,685.00 to Meihlan Manufacturing for the shelving and end panels, \$3,785.00 to Althoff Industries for the remaining electrical work, \$713.60 to Flooring Manufacturing for a new vacuum cleaner and \$750 to RTI for the disc cleaner machine rental. We also paid \$2,595.00 to Carlson for snowplowing, \$1,225.27 to Hatch Industries for the new play cube and other items in the early literacy area and \$555.75 to Sherman Mechanical to fix the gas leak up on the rooftop unit. Migaldi motioned to approve paying the bills, Myers seconded. On roll call all ayes, motion approved.
7. Librarian's report
 - a. January statistics- the director presented the month's statistics
 - b. Dept. news – the department news was presented
 - c. Director's report

8. Unfinished business

- a. **Renovation project update** - the shade is still not installed and we are waiting on 2 wall pieces for the vending café and 1 for the circ desk. The new chairs at Circ and Info desk are not working well for staff (some at info don't go low enough for short staff and the ones at circ don't go high enough). She will see if KI can bring out some alternatives. Once the other pieces get delivered we can work on the punch list.
- b. **Roof replacement update** - still waiting for clear weather.
- c. **County Clerk follow-up** - Tom, Diane and the library attorney Bob Smith visited County Clerk Katherine Schultz about the issue of 1177 parcels not being added to tax bills for the newly annexed area that was discovered in October. Her office will be adding the amount (around \$103,000.00) to this year's tax base so it will reflect what we should have gotten and it will not affect the tax cap. After that meeting County Treasurer Bill LeFew called Diane because he had just heard about the missing parcels. He asked Diane to prepare a statement explaining the situation and a timeline of events. His office will then send out certified letters to the taxpayers informing them of the error and that they will be taxed for this. He told Diane that the county has an indemnity fund which they could use to give us the missing funds and not impact the taxpayers this year. This would have to be approved by a judge before we could receive our money. Diane asked Bill to call our attorney to discuss further. Bob is reviewing case law to determine if there is a time limit that would limit us receiving the funds. Based on what Bob and Bill discuss and decide Bob will then prepare a resolution to do at the April board meeting.

9. New business

- a. **Annual discussion and approval of the Intergovernmental Agreement Granting Driveway License to Cary Community Consolidated School District 26** – This is the annual agreement we have with the District 26 for the use of our back driveway. The agreement is written that if we decide we do need use of the driveway we have to notify the school by April of our intentions. We still do not need use at this time but are renewing the agreement to remind the school district of their obligations for maintenance. Migaldi motioned to extend the intergovernmental agreement with District 26 to April 31, 2010, Kalchbrenner seconded. On roll call all ayes, motion approved.
- b. **Grand Re-Opening** - So far we have scheduled a magician to wander through the building for the first half of the afternoon and we are looking to book a band to play as well. Food will be a challenge due to new health department guidelines but we will come up with some treats and drinks that fall into those guidelines. We have asked each department to come up with a basket of items that we will give away. We are not going to solicit for items but will purchase items on a theme. Diane thinks that she wants less booth type items in the meeting room and would rather have stations throughout the library (excluding the staff areas) for patrons to explore with staff on hand to explain changes and answer questions.

10. Any and all other business the Board may wish to discuss - there was no additional business.

11. Adjourn - the meeting adjourned at 8:35 p.m.

Respectfully submitted,

Reviewed by,

Administrative Assistant

Secretary

