

CARY AREA PUBLIC LIBRARY DISTRICT BOARD MEETING

Thursday, July 9, 2009

7:15 p.m.

Following Nominating Committee

**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 7:16p.m.
2. Roll call, Margaret Myers, Secretary –
Present were Library Trustees Tom Garvin, Barb Kalchbrenner, Rebecca Lee, Scott Migaldi, Margaret Myers, Jan Polep and Gary Neudahl. Also present were Library Director Diane McNulty and Administrative Assistant Karen Long.
3. Approval of board minutes from:
 - a. Regular Board meeting June 11, 2009 - The minutes from June 11, 2009 were reviewed. Migaldi noted the date was incorrect and motioned to accept the minutes as corrected. Kalchbrenner seconded. On roll call Garvin, Kalchbrenner, Lee, Myers, Polep and Neudahl aye, Migaldi abstained. Motion approved.
4. Communications
5. Treasurer's report, Barbara Kalchbrenner, Treasurer –
Kalchbrenner reported the library opened the month with \$1,536,600.00. Taxes received in May and June are still not reflected on this report. All line items seem to be in order for end of the year spending and one impact fee was received. No per capita grant deposit yet. There were \$287 received in Non Resident fees. Letter from the auditor was received saying the rate for this years audit will remain the same. The month ended with a balance of \$2,135,100.00. Myers motioned to accept the treasurer's report, Migaldi seconded. On roll call all ayes, motion approved.
6. Approval of bills
 - a. June 2009 – Kalchbrenner presented the board with bills totaling \$182,223.66 with an additional \$6,490.04 written after the bookkeepers visit for a total of \$188,713.70. Most of the database annual renewals were paid this month, \$9,947.50 to Drapemaster for completion of the atrium shade, \$2,262 to KI for seat cushion replacements and 2 small tables, \$396 to Automatic Fire Systems for the quarterly inspection, \$7,323 to sealcoat the driveway, \$1721 to Quill for office supplies, \$1,135 to Demco for carts and AV supplies and \$1,658 to Highsmith for carts. Migaldi motioned to approve paying the bills, Neudahl seconded. On roll call all ayes, motion approved.

7. Librarian's report

- a. June statistics –the statistics for the month were presented
- b. Dept. news – the Dept. news for the month was presented
- c. Director's report

8. Unfinished Business - There was no unfinished business to discuss.

9. New business

- a. **Election of Officers** - the slate of candidates proposed at the nominating committee meeting was presented: Margaret Myers for President, Scott Migaldi for Vice President, Barb Kalchbrenner for Treasurer, Gary Neudahl for Assistant Treasurer and Rebecca Lee for Secretary. Garvin motioned to cast a unanimous vote for the presented slate, all ayes, motion approved.
- b. **Discussion and Approval of Ordinance 09-7-1 Setting Schedule of regular meetings** – All board meetings are scheduled for the 2nd Thursday of the month for FY 09/10 with the exception of October which will be held on Tuesday Oct 6th since ILA will conflict with the Oct. 8th date. Migaldi motioned to approve Ordinance 09-7-1, Myers seconded. On roll call all ayes, motion approved.
- c. **Discussion and Approval of Ordinance 09-7-2 Appointing Bookkeeper** – This ordinance retains AMCO Services as the libraries bookkeeper. Migaldi motioned to approve Ordinance 09-7-2, Kalchbrenner seconded. All ayes, motion approved. . Gary Neudahl exited the meeting at 8:05 p.m.
- d. **Discussion and Approval of Ordinance 09-7-3 Appointing Attorney** – This ordinance retains Robert Smith as library attorney. Migaldi motioned to approve Ordinance 09-7-3, Kalchbrenner seconded. On roll call all ayes, motion approved.
- e. **Discussion and Approval of Ordinance 09-7-4 Appointing Auditor** – This ordinance retains Susan L. Coen as library auditor. Migaldi motioned to approve Ordinance 09-7-4, Myers seconded. On roll call all ayes, motion approved.

10. Executive session –

Migaldi motioned to move into executive session at 8: 10 p.m., Kalchbrenner seconded. On roll call all ayes, motion approved. The regular board meeting resumed at 8:37 p.m.

- a. **Review executive session minutes from July 10, 2008 and decide if they will be made public** Migaldi motioned to approve and release the minutes from July 10, 2008, Kalchbrenner seconded. On roll call all ayes, motion approved.
- b. **Discuss personnel issue** - Garvin summarized the comments of Diane's review as Above Excellent overall and to award the director a 4% raise for FY 09/10. Migaldi motioned to approve a 4% raise for the director, Myers seconded. On roll call all ayes, motion approved.

11. Any and all other business the Board may wish to discuss –

Diane reminded the board of the memorial open house scheduled for Thursday, July 17th for Carol Morgan.

12. Adjourn - the meeting adjourned at 8: 47 p.m.

Respectfully submitted,

Administrative Assistant

Reviewed by,

Secretary