

CARY AREA PUBLIC LIBRARY DISTRICT BOARD MEETING

**Thursday, April 9, 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 7:01 p.m.
2. Roll call, Margaret Myers, Secretary - Present were Library Trustees Tom Garvin, Barb Kalchbrenner, Rebecca Lee, Scott Migaldi, John Morrison and Margaret Myers. Also present were Library Director Diane McNulty, Administrative Assistant Karen Long and trustee elect Jan Polep.
3. Approval of board minutes from:
 - a. Regular Board meeting March 12, 2009 - The minutes from March 12, 2009 were reviewed. Myers motioned to approve the minutes, Lee seconded. On roll call all ayes, motion approved. Gary Neudahl entered the meeting at 7:03 p.m.
4. Communications
5. Treasurer's report, Barbara Kalchbrenner, Treasurer - Kalchbrenner reported we opened the month with \$1,830,100.00. There is a corrected Feb Treasurer's report in the packet; Long had an incorrect figure in total volumes for the month which affects the values at the bottom of the report. Expenditures are in line at 75%. The library received \$626.88 in Personal Property Replacement Tax and \$25 gift donation in memory of Betty Freeman. The per capita grant has not been deposited yet. \$2900 in fines were also received. Lee motioned to accept the treasurers report, Morrison seconded. On roll call all ayes, motion approved.
6. Approval of bills
 - a. March 2009 - Kalchbrenner presented the board with \$111,399.77 in checks along with an additional \$19,181.75 in checks written after the bookkeeper's visit for a total of \$130,581.52. Larger bills included \$1,232.55 to the library attorney, and the annual renewal for E*vents for \$874.00. Arlene has made the adjustments from the audit and that's reflected in the various fund balances. Renovation projects bills are not complete due to work being incomplete. Lee motioned to approve paying the bills, Migaldi seconded. On roll call all ayes, motion approved.
7. Librarian's report
 - a. March statistics - the statistics for the month were presented
 - b. Dept. news – the director presented the department news
 - c. Director's report

8. Unfinished Business

- a. **Renovation project update** - The additional wall for the circulation desk and café were put in. There is 10 feet of base missing from the circulation wall and parts of the frame for the remaining circulation desk were missing so they are on order and the area is still not complete. We have decided to replace the cushions on our older chairs that we kept instead of ordering different chairs for the information desk and circulation desk. The shade is still not finished; the switch is supposed to go 2 ways and only goes 1 way. They will return with the electrician in the next week along with a new drive motor. The quarterly inspection was done on the sprinklers last week; when they come again in 4 months they will look at the remaining piping in receiving and downstairs to determine if that also needs replacing.
- b. **Roof replacement update** - Work on the roof is complete. Diane had them add/replace some of the walk paths and they will be back next week to replace some missing shingles that have blown off recently and to also wrap some ductwork.
- c. **Grand re-opening update** - Grand re-opening went well. Circulation for the day was higher than normal for a Sunday. The patrons seem to stay longer enjoying all the entertainment that was in various parts of the library.

9. New business

- a. **Review and discuss library policy** - Sections 1 through 2.3.8 were reviewed and changes suggested. Diane asked the board to review through section 4.3 for next month's meeting.
- b. **Advocacy Day** - Tom had brought up the idea of renting a vehicle to take down trustees the day of the program. NSLS usually sponsors a bus but it's going down the night before. John will already be down there; Scott offered to use his plane unless its bad weather, Tom just wants to drive. Tom will contact Crystal Lake to see if any of their trustees want to carpool together before deciding on renting a vehicle.
- c. **Trustee workshop** - Diane had just received information from the Huntley Library about a trustee program with Dan Cain from Cain Consulting. It would be an all day workshop broken into 2 parts: director hiring and trustee skills. It would be May 30th and Diane asked if anyone would want to attend. They are trying to see the interest before setting up.

10. Any and all other business the Board may wish to discuss - Diane reminded the board that we no longer have to canvas votes after an election; both counties now take care of that for us.

11. Adjourn - the meeting adjourned at 8:59 p.m.

Respectfully submitted,

Administrative Assistant

Reviewed by,

Secretary