ALGONQUIN AREA PUBLIC LIBRARY DISTRICT
BOARD OF TRUSTEES MEETING
2600 HARNISH DRIVE
NOVEMBER 15, 2017
7:30 P.M.

The Board of Trustees of the Algonquin Area Public Library District met on Wednesday, November 15, 2017 at the Harnish Library.

All packets were distributed on Friday, November 10, 2017 and an agenda was posted in both libraries forty-eight hours prior to the meeting.

The meeting was called to order at 7:42 p.m. by President McGuire.
Those answering roll call were Trustees Athmalingam, McGuire, Mejia, Sanchez, Schaaf, and Smith. Vice President Gebhardt was absent. Also present were Executive Director Murray, Assistant Director Dolin, and Department Managers Christopherson, Parmele, Pearsall, and Slavick.

AUDIENCE TO VISITORS
Dave Robb, Knutte & Associates, PC; Joseph Greenwood; Janet Martin; and Administrative Assistant Theresa Therens were present.

CONSENT AGENDA
A motion to approve the consent agenda containing the approval of the October 30, 2017 Board of Trustees Meeting Minutes, the October 2017 Disbursements, the Lease Agreement and the 2018 Holidays and Closings was made by Secretary Schaaf and seconded by Trustee Mejia.

Ayes: Athmalingam, McGuire, Mejia, Sanchez, Schaaf, and Smith
Nays: None
Absent: Gebhardt
Abstain: None

ACCEPTANCE OF THE AUDITED FINANCIAL STATEMENT FOR FISCAL YEAR ENDED JUNE 30, 2017
A motion to accept the Audited Financial Statement for FY 2016-2017 as presented was made by Trustee Sanchez and seconded by Trustee Athmalingam.

Ayes: Athmalingam, McGuire, Mejia, Sanchez, Schaaf, and Smith
Nays: None
Absent: Gebhardt
Abstain: None

ADOPTION OF ORDINANCE No. 2017-2018-105, AN ORDINANCE TO LEVY TAXES FOR LIBRARY PURPOSES FOR FY 2017-2018
A motion to adopt Ordinance No. 2017-2018-105, an Ordinance to Levy Taxes for Library Purposes for FY 2017-2018 was made by Treasurer Mejia and seconded by Trustee Athmalingam.

Ayes: Athmalingam, McGuire, Mejia, Schaaf, and Smith
Nays: Sanchez
Absent: Gebhardt
Abstain: None

APPROVAL OF CERTIFICATE OF LEVIES

A motion to approve the Certificate of Levies was made by Secretary Schaaf and seconded by Trustee Smith.

Ayes: Athmalingam, McGuire, Mejia, Sanchez, Schaaf, and Smith
Nays: None
Absent: Gebhardt
Abstain: None

APPROVAL OF CERTIFICATES OF STATUS OF EXEMPT PROPERTY

A motion to approve the Certificates of Status of Exempt Property was made by Treasurer Mejia and seconded by Secretary Schaaf.

Ayes: Athmalingam, McGuire, Mejia, Sanchez, Schaaf, and Smith
Nays: None
Absent: Gebhardt
Abstain: None

APPROVAL OF REIMBURSEMENT FOR TRAVEL, MEAL, AND LODGING

This motion was tabled. There were no supporting documents available.

COMMUNITY SURVEY, STRATEGIC PLANNING AND SEARCH FOR FACILITATOR

Executive Director Murray presented an additional proposal from a Strategic Planning Consultant to the Board. She discussed surveying the community to capture feedback. The Board discussed strategic planning, in particular surveying the community and the use of a facilitator. A survey and additional facilitator proposals will be prepared and reviewed at the December 20, 2017 Board of Trustees Meeting. The Strategic Planning Meeting will be scheduled for April 2018.

REQUIREMENTS FOR PUBLIC LIBRARY PER CAPITA GRANT FY18

The ISL LITERACY SERVICES portion of the requirements was presented by Librarian Pearsall and the LIBRARY SAFETY portion of the requirements was presented by Executive Director Murray. Once all the OMA Training Certificates are submitted by the Board all requirements will be met for the Public Library Per Capita Grant FY18 application.
All other requirements for Public Library Per Capita Grant FY18 have been met.

APPROVAL OF INVOLVEMENT IN CHARITABLE EVENTS

A motion for approval of Involvement in Charitable Events to include Jeans for Charity and the Giving Tree/Mitten Tree was made by Secretary Schaaf and seconded by Treasurer Mejia.

Ayes: Athmalingam, McGuire, Mejia, Sanchez, Schaaf, and Smith
Nays: None
Absent: Gebhardt
Abstain: None

STAFF REPORTS

There was some discussion.
Administrative Assistant Therens reviewed the success of the AAPLD Library Loop 5K with the Board.

CORRESPONDENCE

A letter from Attorney Ritzman regarding a reminder of the Levy Ordinance
Letters from McHenry County Board of Review for request for a tax assessment change for Parcel Numbers 19-35-451-007, 19-35-326-03, 19-35-303-002, 19-30-232-001, 19-30-405-002, and 19-29-351-021
A Certificate of Tree Planting from ECO Promotional Products, Inc

EXECUTIVE SESSION [5 ILCS 120/2(C)(1)] THE APPOINTMENT, EMPLOYMENT, COMPENSATION, DISCIPLINE, PERFORMANCE, OR DISMISSAL OF SPECIFIC EMPLOYEES

A motion to go into Executive Session [5 ILCS 120/2(c)(1)] The Appointment, Employment, Compensation, Discipline, Performance, or Dismissal of Specific Employees at 9:00 pm was made by Secretary Schaaf and seconded by Treasurer Mejia. President McGuire invited Executive Director Murray to remain for the Executive Session.

Ayes: Athmalingam, McGuire, Mejia, Sanchez, Schaaf, and Smith
Nays: None
Absent: Gebhardt
Abstain: None

Return to open session at 9:16 pm with Trustees Athmalingam, McGuire, Mejia, Sanchez, Schaaf, and Smith in attendance.
No formal action was taken as a result of discussion in the Executive Session.

President McGuire stated that patron Janet Martin submitted her thoughts in writing along with supporting documents. They will be included in the minutes of the November 15, 2017 Truth in Taxation Hearing.
President McGuire would like to schedule a Budget and Personnel Meeting at least one week prior to the regular November 2018 Board of Trustees meeting with a Truth in Taxation Hearing immediately following the Budget and Personnel Meeting.
Secretary Schaaf voiced his concerns regarding the status of the lighting in the parking lot at the Harnish library. Executive Director informed the Board that the Architects are drawing up specifications to give to the construction management company.

ADJOURNMENT

A motion to adjourn at 9:39 pm was made by Secretary Schaaf and seconded by Trustee Sanchez

Ayes: Athmalingam, McGuire, Mejia, Sanchez, Schaaf, and Smith
Nays: None
Absent: Gebhardt
Abstain: None

APPROVED:

Kate McGuire
_____
President

ATTEST:

Stephen W. Schaaf
_____
Secretary