ALGONQUIN AREA PUBLIC LIBRARY DISTRICT
BOARD OF TRUSTEES MEETING
2600 HARNISH DRIVE
JUNE 27, 2018
7:30 P.M.

The Board of Trustees of the Algonquin Area Public Library District met on Wednesday, June 27, 2018 at the Harnish Library.

All packets were distributed on Friday, June 22, 2018 and an agenda was posted in both libraries forty-eight hours prior to the meeting.

The meeting was called to order at 7:49 p.m. by President McGuire.
Those answering roll call were Trustees Athmalingam, McGuire, Mejia, Sanchez, Schaaf, and Smith. Also present were Executive Director Murray, Assistant Director Dolin and Department Managers Parmele, Pearsall and Slavick. Vice President Gebhardt was absent.

AUDIENCE TO VISITORS
There were no visitors.

CONSENT AGENDA
A motion to approve the consent agenda containing the approval of the May 23, 2018 Board of Trustees Meeting Minutes and the May 2018 Financial Statements was made by Trustee Smith and seconded by Treasurer Mejia. The motion passed by voice vote with 6 in favor, 0 against.

APPROVAL OF THE MAY 2018 DISBURSEMENTS
A motion to approve the May 2018 Disbursements as presented (not the April 2018 Disbursements as was listed on the agenda) was made by Secretary Schaaf and seconded by Trustee Athmalingam. Executive Director Murray asked about a preferred report style for the disbursements. The motion passed by roll call vote.

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

APPROVAL OF REIMBURSEMENTS FOR TRAVEL, MEAL AND LODGING EXPENSES
There were no reimbursements for travel, meal and lodging expenses submitted.

BUDGET FOR FISCAL 2018-2019

a) Working Budget Fiscal 2018-2019
Executive Director Murray stated that the Budget and committee reviewed the Working Budget. This document is not set and can be adjusted if needed. Motion passed by roll call vote 6/0.
A motion to approve the Working Budget Fiscal 2018-2019 was made by Trustee Athmalingam and seconded by Secretary Schaaf.

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

b) Adoption of Ordinance No. 2017-2018-110, An Ordinance Adopting a Tentative Combined Budget and Appropriations for FY 2018-2019
Executive Director Murray informed the Board that The Tentative Combined Budget and Appropriation document lists what the Library is expected to spend and also appropriates a maximum amount that can be spent. It allows for the public to come forward and for the library to firm up the numbers at the end of Fiscal Year 2017-2018.

A motion to adopt Ordinance No 2017-2018-110, an Ordinance Adopting a Tentative Combined Budget and Appropriations for FY 2018-2019 was made by Secretary Schaaf and seconded by Treasurer Mejia. Motion passed by roll call vote 6/0.

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

c) Setting the Date and Time for the Public Hearing on the Annual Budget and Appropriations

President McGuire voiced her concern that the Public Hearing immediately before a Board Meeting does not allow enough time to consider the public information that may be brought to the Board for consideration.

A motion for Setting the Date and Time for the Public Hearing on the Annual Budget and Appropriations on August 15, 2018* at 7:00 pm was made by Secretary Schaaf and seconded by Treasurer Mejia.

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

CONSTRUCTION UPDATE

Executive Director Murray informed the Board that we are negotiating the cost to get the HVAC system up and running. Furniture and signage will be delivered in July.

STAFF REPORTS

There was some discussion. Staff who attended the ILA Reaching Forward Conference submitted reports regarding the conference. Administrative Assistant Therens and Circulation Supervisor Husak served on the Reaching Forward Committee.

CORRESPONDENCE

President McGuire read an email from patron Jana stating her accolades surrounding the Library staff and services.
Harvard Diggins Library sent a letter to Executive Director Murray thanking her for the donation of the used furniture.
Treasurer Mejia shared a social media blurb about a Library value calculator that was printed on another library's receipt. It calculates "How much money you saved" by using the Library.
Trustee Smith commented on participation in the Summer Reading Program.
Secretary Schaaf inquired on the status of the Strategic Plan.
Executive Director Murray is working on the draft of the Strategic Plan in July.
Trustee Athmalingam commended Executive Director Murray for making the right call on closing the library on the hottest day.
President McGuire proposed public participation from teens. She would like to provide more opportunities for young people to be part of the Board.

ADJOURNMENT

A motion to adjourn at 8:42 pm was made by Secretary Schaaf and seconded by Trustee Athmalingam.

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

APPROVED:

/s/ Katrina McGuire
President

ATTEST:

/s/ Stephen Schaaf
Secretary

*The Budget and Appropriation Hearing will be held according to the date written in Ordinance 2017-2018-110 Tentative Budget and Appropriation Ordinance, which is August 22, 2018 at 7:00 p.m.