ALGONQUIN AREA PUBLIC LIBRARY DISTRICT
BOARD OF TRUSTEES MEETING
2600 HARNISH DRIVE
AUGUST 22, 2018
7:00 P.M.

The Board of Trustees of the Algonquin Area Public Library District met on Wednesday August 22, 2018 at the Harnish Library.

All packets were distributed on Friday, August 17, 2018 and an agenda was posted in both libraries forty-eight hours prior to the meeting.

The meeting was called to order at 7:11 p.m. by President McGuire.
Those answering roll call were Trustees Athmalingam, Gebhardt, McGuire, Mejia, Sanchez, Schaaf, and Smith. Also present were Executive Director Murray, Assistant Director Dolin, and Department Managers Pearsall, Parmele, and Christopherson.

AUDIENCE TO VISITORS
There were no visitors.

APPROVAL OF CONSENT AGENDA
A motion to accept the consent agenda containing the corrected July 25, 2018 Board of Trustees meeting minutes, the July 2018 Financial Statements and the Acceptance of the 2017-2018 Illinois Public Library Annual Report was made by Secretary Schaaf and seconded by Vice President Gebhardt.

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

President McGuire appointed Vice President Gebhardt and Trustee Sanchez to review the Secretary's Book.

APPROVAL OF THE JULY AND AUGUST DISBURSEMENTS
A motion to approve the July and August 2018 Disbursements as presented was made by Vice President Gebhardt and seconded by Secretary Schaaf. The motion passed by roll call vote 7/0.

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

APPROVAL OF REIMBURSEMENT FOR TRAVEL, MEAL AND LODGING EXPENSES
There were no reimbursements.

APPROVAL OF POLICIES
Trustee Sanchez stated that the Policy Committee met on August 15, 2018 and reviewed proposed revisions to the Board of Trustees.
A motion to approve proposed revisions as presented to Policies 3021, 3025, 3027, 3035, 3050, 3055, 3057, and Identity Protection Policy was made by the Policy Committee and seconded by Secretary Schaaf.

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

Absent: None
Abstain: None

ADOPTION OF ORDINANCE NO. 2018-2019-102, A COMBINED ANNUAL BUDGET AND APPROPRIATIONS ORDINANCE FOR LIBRARY PURPOSES FOR FY 2018-2019 (B&A)

Executive Director Murray presented a draft of the Ordinance for the Board's consideration. The final B&A Ordinance varies from the previously approved Tentative B&A Ordinance in two areas: Salaries, Reimbursements & Benefits, and Capital Equipment. Treasurer Mejia questioned the reasoning behind and timing of the request for the increases. Murray explained that the additional funds for Staffing will be used to fill additional positions to design and deliver new services to meet community needs in the new spaces. The additional funds for Capital Equipment were moved from the Appropriation to the Budget to address HVAC and roofing issues at Eastgate Branch, which became more urgent over the past few weeks. Several of the trustees expressed concern about the current political environment and requested that Murray seek ways to reduce spending. Murray responded to say she takes that responsibility very seriously, and seeks to provide the resources and services the community expects while also using the funds entrusted to her in the most fiscally responsible way.

A motion to adopt Ordinance No. 2018-2019-102, a Combined Annual Budget and Appropriations Ordinance for Library Purposes for FY 2018-2019 was made by Treasure Mejia and seconded by Vice President Gebhardt. The motion passed by roll call vote 6/1.

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

STAFF REPORTS

There was some discussion.

CORRESPONDANCE

A tax appeal letter from Kane County Parcel # 03-05-101-025

EXECUTIVE SESSION 5 ILCS 120/2.06(d) SEMI-ANNUAL REVIEW OF CLOSED MEETING MINUTES

A motion for Execution Session 5ILCS 120/2.06(d) at 8:56 pm for the Semi-Annual Review of Closed Session Meeting Minutes was made by Secretary Schaaf and seconded by Trustee Smith.

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

Return to open session at 9:01 pm.

APPROVAL OF EXECUTIVE SESSION MINUTES TO REMAIN CLOSED

A motion to keep the Executive Session Minutes Closed was made by Secretary Schaaf and seconded by Vice President Gebhardt.

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

A motion for the Destruction of Closed Session recordings older than 18 months i.e. before February 22, 2017 was made by Secretary Schaaf and seconded by Vice President Gebhardt.

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

OTHER BUSINESS

Vice President Gebhardt inquired about the Suggestion Boxes. Executive Director Murray stated she will bring the suggestions back to the Board.

Athmalingam would like the general memo in the email when the Board Packet is sent out each month.

Secretary Schaaf recommended including various terms in the newsletter for the general public to better understand the required ordinances.

Treasurer Mejia stated he has faith in Executive Director Murray and Assistant Director Dolin.

President McGuire reiterated the need to make changes to the Budget process. Both Shales and Dewberry will be in attendance at the October 2018 Board Meeting. She charged the Board to prepare for Executive Director Murray's annual review.

Executive Director Murray reminded the Board of the Renovation Celebration on September 15, 2018. The Quiet Reading Room will be dedicated to former Board President Lynn Hammerlund at 10:00am.

ADJOURNMENT

A motion to adjourn at 9:15 p.m. was made by Secretary Schaaf and seconded by Vice President Gebhardt.

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

ATTEST:

Stephen W. Schaaf

Secretary

President