BOARD OF TRUSTEES MEETING
2600 HARNISH DRIVE
SEPTEMBER 26, 2018
7:00 P.M.

The Board of Trustees of the Algonquin Area Public Library District met on Wednesday, September 26, 2018 at the Harnish Library.

All packets were distributed on Friday, September 2, 2018 and an agenda was posted in both libraries forty-eight hours prior to the meeting.

The meeting was called to order at 7:01 p.m. by President McGuire
Those answering roll call were Trustees Gebhardt, McGuire, Mejia, Schaaf, and Smith. Also present were Executive Director Murray, Assistant Director Dolin, and Department Managers Christopherson, Parmele, and Pearsall. Trustee Sanchez arrived at 7:15 pm.

AUDIENCE TO VISITORS
John Shales from Shales-McNutt and Doug Pfeiffer from Dewberry were present. John Shales addressed the Board and indicated that the project came in $211,000 less than projected, which is financially better for the Library and its constituents. They are finalizing the project and getting ready to close out in October. Doug Pfeiffer expressed his pleasure with working with the Library staff throughout the process and discussed the capital improvement report that was prepared in 2011 for planning the future needs of the buildings.

CONSENT AGENDA
A motion to approve the Consent Agenda containing the August 22, 2018 Budget and Appropriations Meeting Minutes, the Board of Trustees Meeting Minutes, and the August 2018 Financial Statements was made by Vice President Gebhardt and seconded by Secretary Schaaf.

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

APPROVAL OF THE AUGUST 2018 AND SEPTEMBER 2018 DISBURSEMENTS
A motion to approve the August 2018 and September 2018 Disbursements was made by Vice President Gebhardt and seconded by Secretary Schaaf. The motion passed by roll call vote 6/0.

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

ADOPTION OF PROCLAMATION OF NATIONAL FRIENDS OF LIBRARIES WEEK 2018
A motion to adopt the Proclamation of National Friends of Libraries Week 2018 was made by Secretary Schaaf and seconded by Vice President Gebhardt.

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

APPROVAL OF CERTIFIED ESTIMATE OF ANTICIPATED REVENUE BY SOURCE

The Board approved the Certified Estimate of Anticipated Revenues By Source in the amount of $6,583,138. The motion passed.

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

ADOPTION OF RESOLUTION 2018-01, A RESOLUTION TO DETERMINE ESTIMATE OF FUNDS NEEDED

Executive Director Murray presented four estimates of funds needed to the Board for consideration. There was some discussion. The Board determined that option 3 in the amount of $5,636,507 is the amount needed for 2018-2019 Fiscal Year. A motion to adopt Resolution 2018-01, a Resolution to Determine Estimate of Funds Needed for Fiscal Year 2018-2019 in the amount of $5,636,507 was made by Treasurer Mejia and seconded by Secretary Schaaf. The motion passed by roll call vote 6/0.

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

REQUIREMENTS FOR PER CAPITA GRANT FY 2019: DISCUSSION OF TRUSTEE FACT FILE CHAPTERS 6-10

Executive Director Murray discussed the Illinois Library Per Capita Grant requirements with the Board. The Trustees reviewed Chapters 6-10 of the Trustee Fact Files.

DELEGATION OF ELECTION AUTHORITY BY BOARD SECRETARY

Secretary Schaaf delegated his Election Authority to Executive Director Murray and her designees.

STAFF REPORTS

There was some discussion. Executive Director Murray gave a short update on the progress of the goals of the Strategic Plan.

CORRESPONDENCE

There was no correspondence.

EXECUTIVE SESSION

A motion to Executive Session at 8:34 pm for the purpose of conducting an Administrative Librarian Evaluation pursuant to requirements of the Executive Session Act 5/ILCS/120/2(c)(1) was made by Secretary Schaaf and seconded by Treasurer Mejia.

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

The Board returned to Open Session at 8:54pm. No action was taken as a result of Executive Session.

ADJOURNMENT

A motion to adjourn at 8:54 p.m. was made by Trustee Sanchez and seconded by Vice President Gebhardt.

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

ATTEST:

Stephen W. Schaaf

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Secretary

APPROVED:

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President