ALGONQUIN AREA PUBLIC LIBRARY DISTRICT
BOARD OF TRUSTEES MEETING
2600 HARNISH DRIVE
March 20, 2019
7:00 P.M.

The Board of Trustees of the Algonquin Area Public Library District met on Wednesday, March 20, 2019 at the Harnish Library.

All packets were distributed on Friday, March 15, 2019 and an agenda was posted in both libraries forty-eight hours prior to the meeting.

The meeting was called to order at 7:00 p.m. by President McGuire.
Those answering roll call were Trustees Athmalingam, Gebhardt, McGuire, Mejia, and Schaaf. Trustee Sanchez arrived at 7:05 pm. Trustee Smith was absent. Also present were Executive Director Murray, Assistant Director Dolin, and Department Managers Christopherson and Parmele.

AUDIENCE TO VISITORS
Linda Butts, Algonquin Area Public Library District resident, addressed the Board commending the Library on its craft programs, which her daughter enjoys. She hopes the new Makerspace and library staff will enable the Library to continue to offer a wide variety of high quality craft programs.

CONSENT AGENDA
A motion to approve the consent agenda containing the February 27, 2019 Board of Trustees Meeting Minutes and the February 2019 Financial Statements was made by Secretary Schaaf and seconded by Vice President Gebhardt.

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

APPROVAL OF THE FEBRUARY 2019 AND MARCH 2019 DISBURSEMENTS
There was some discussion. The payment to Poblocki Sign represents the final expense related to the Expansion and Renovation project. A motion to approve the February and March 2019 Disbursements was made by Secretary Schaaf and seconded by Vice President Gebhardt. Motion passed with a roll call vote.

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

PROCLAMATION FOR NATIONAL LIBRARY WEEK 2019
President McGuire read the proclamation. A motion was made to adopt the proclamation as presented by Vice President Gebhardt seconded by Secretary Schaaf. The motion passed with no opposition.

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

TRUSTEE EDUCATION
Trustees viewed a presentation related to the budget calendar and allocation of responsibilities between trustees and administration with regard to advocacy, decision making, and oversight in the use of library funds.

STAFF REPORTS
Executive Director Murray discussed with the Board the completed investments. She provided the Board spreadsheets of the Possible Investments and the Completed Investments. Trustee Athmalingam inquired about when a particular investment will mature and when will the Board know the options for reinvestment. Executive Director Murray will report the reinvestment at the May 22, 2019 Board of Trustees Meeting.
Secretary Schaaf discussed the monthly statistics and his concern regarding the decrease in circulation.
President McGuire recognized that the winter reading participation increased from last year. Executive Director Murray informed the Board that we opened up the reading program to include patrons without an Algonquin library card.
Treasurer Mejia commended the staff for their efforts on the winter reading program.

CORRESPONDENCE
A letter from the Library's attorney regarding the financial calendar dates
A letter of tax appeal from McHenry County
Suggestion box comments and responses from Executive Director Murray

TRUSTEE REPORTS
Secretary Schaaf announced the Friends made $5,470 at the Spring Book Sale. He also mentioned that a police officer came to the Friends and suggested that whenever there is a large meeting taking place to inform them.
Trustee Sanchez inquired about the Makerspace and the outside presenters. She hopes that we will have more visitors to the Library during Spring Break.
Executive Director Murray discussed the PR/Marketing Coordinator position.
Executive Director Murray discussed the preliminary Capital Renewal Plan produced by Doug Pfeiffer and others from Dewberry. President McGuire would like to schedule a Facilities Committee meeting for April 17, 2019 at 6:30 pm.
Trustee Mejia reported on his attendance at the Trustee Forum where they discussed succession planning, legislative issues related to libraries and other taxing bodies, and opportunities to engage with businesses in the community.
President McGuire reminded trustees to submit their Economic Interest Statements if they have not already done so and suggested a more prominent sign for the Board Room.
Assistant Director Dolin stated that Executive Director Murray is doing a great job preparing the staff for succession.

ADJOURNMENT
A motion to adjourn at 8:23 pm was made by Secretary Schaaf and seconded by Trustee Sanchez. The motion passed.

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

APPROVED:

_____
President

ATTEST:

_____
Secretary