ALGONQUIN AREA PUBLIC LIBRARY DISTRICT
BOARD OF TRUSTEES MEETING
2600 HARNISH DRIVE
MAY 22, 2019
7:30 P.M.

The Board of Trustees of the Algonquin Area Public Library District met on Wednesday, May 22, 2019 at the Harnish Library.

All packets were distributed on Friday, May 17, 2019 and an agenda was posted in both libraries forty-eight hours prior to the meeting.

The meeting was called to order at 7:04 p.m. by President McGuire.
Those answering roll call were Trustees Athmalingam, Gebhardt, McGuire, Mejia, Sanchez, and Smith. Also present were Executive Director Murray, Assistant Director Dolin and Department Managers Chiappone, Christopherson, McCallum, and Parmele.

AUDIENCE TO VISITORS
Newly elected Trustee Peter J. Pelke II was present.
Linda Pelke, Christine Sanchez, and Catherine Sanchez were also present.

CONSENT AGENDA
A motion to approve the consent agenda containing the approval of the April 24, 2019 Board of Trustees Meeting Minutes and the April 2019 Financial Statements was made by Treasurer Mejia and seconded by Vice President Gebhardt.

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

APPROVAL OF THE APRIL AND MAY 2019 DISBURSEMENTS
A motion to approve the April 2019 and May 2019 Disbursements was made by Treasurer Mejia and seconded by Vice President Gebhardt. The motion passed by roll call vote 6/0.

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

OATH OF OFFICE
President McGuire presented the Oath of Office for Michael J. Smith
Secretary pro tem Smith presented the Oath of Office for Peter J. Pelke II and Fatima M. Medrano-Sanchez.

The meeting was adjourned sine die at 7:17 pm by President McGuire.

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

ORGANIZATION OF THE BOARD OF TRUSTEES
A roll was called by recording secretary, Assistant Director Dolin. Those answering roll call were Trustees Athmalingam, McGuire, Medrano-Sanchez, Mejia, Pelke, and Smith. Also present were Executive Director Murray, Assistant Director Dolin, and Department Managers Chiappone, Christopherson, McCallum, and Parmele.

AUDIENCE TO VISITORS
Visitors present: Linda Pelke, Christine Sanchez, and Catherine Sanchez.

Election of President *Pro Tempore*
A motion to appoint Trustee McGuire for president pro tempore was made by Trustee Mejia and seconded by Trustee Pelke.

Ayes: Athmalingam, McGuire, Medrano-Sanchez, Mejia, Pelke, and Smith
Nays: None
Absent: Schaaf
Abstain: None

Call to Order
The meeting was called to order at 7:20 pm by President pro tempore McGuire.

Election of Officers:
A motion to elect Trustee McGuire as President, Trustee Schaaf as Vice President, Trustee Mejia as Treasurer, and Trustee Smith as Secretary was made by Trustee Mejia and seconded by Trustee Pelke. The motion passed by roll call vote 6/0.

Ayes: Athmalingam, McGuire, Medrano-Sanchez, Mejia, Pelke, and Smith
Nays: None
Absent: Schaaf
Abstain: None

Recording of Membership
Secretary Smith stated for the record that the members of the Board are as follows: President McGuire, Vice President Schaaf, Treasurer Mejia, Secretary Smith, Trustee Athmalingam, Trustee Medrano-Sanchez, and Trustee Pelke.

Appointment of Committees
President McGuire appointed Treasurer Mejia, Trustee Athmalingam and Trustee Medrano-Sanchez to the Budget and Personnel Committee. Treasurer Mejia is acting Chair.
President McGuire appointed Vice President Schaaf and Secretary Smith to the Facilities Committee. Vice President Schaaf is acting Chair.
President McGuire appointed Trustee Medrano-Sanchez, Treasurer Mejia and Trustee Pelke to the Policy Committee. Trustee Medrano-Sanchez is acting Chair.

President McGuire acts as Ex-officio of all committees.

RESOLUTIONS HONORING OUTGOING TRUSTEES
Resolution 2019-01, a Resolution Honoring Mary Gebhardt
President McGuire presented Resolution 2019-01, a Resolution to Honor Mary Gebhardt recognizing her years of service to the Board of Trustees of the Algonquin Area Public Library District. A motion to approve Resolution 2019-01 was made by Trustee Pelke and seconded by Treasurer Mejia.

Ayes: Athmalingam, McGuire, Medrano-Sanchez, Mejia, Pelke, and Smith
Nays: None
Absent: Schaaf
Abstain: None

Executive Director Murray introduced the new PR/Marketing Coordinator, Devin de Lima, to the Board.

APPROVAL OF REIMBURSEMENTS FOR TRAVEL, MEAL AND LODGING EXPENSES
A motion to approve reimbursement to Trustee Medrano-Sanchez for travel to the LACONi Trustee Banquet in the amount of $35.55 was made by Treasurer Mejia and seconded by Trustee Athmalingam by a roll call vote. Motion passed 6/0.

Ayes: Athmalingam, McGuire, Medrano-Sanchez, Mejia, Pelke, and Smith
Nays: None
Absent: Schaaf
Abstain: None

APPROVAL OF BOARD MEETING CALENDAR

A motion to approve the Board Meeting Calendar as presented was made by Trustee Pelke and seconded by Trustee Medrano-Sanchez.

Ayes: Athmalingam, McGuire, Medrano-Sanchez, Mejia, Pelke, and Smith
Nays: None
Absent: Schaaf
Abstain: None

ADOPTION OF ORDINANCES

A motion to adopt Ordinance No. 2018/2019-104, An Ordinance Adopting a Policy for Nonresident Cards was made by Trustee Medrano-Sanchez and seconded by Trustee Athmalingam.

Ayes: Athmalingam, McGuire, Medrano-Sanchez, Mejia, Pelke, and Smith
Nays: None
Absent: Schaaf
Abstain: None

A motion to adopt Ordinance No. 2018/2019-105, An Ordinance Adopting a Prevailing Wages was made by Trustee Pelke and seconded by Treasurer Mejia.

Ayes: Athmalingam, McGuire, Medrano-Sanchez, Mejia, Pelke, and Smith
Nays: None
Absent: Schaaf
Abstain: None

A motion to adopt Ordinance No. 2018/2019-106, An Ordinance Amending Purpose of Special Reserve Fund was made by Trustee Athmalingam and seconded by Trustee Pelke.

Ayes: Athmalingam, McGuire, Medrano-Sanchez, Mejia, Pelke, and Smith
Nays: None
Absent: Schaaf
Abstain: None

A motion to adopt Ordinance No. 2018/2019-107, An Ordinance Transferring Funds to the Special Reserve Fund was made by Trustee Pelke and seconded by Treasurer Mejia by a roll call vote. Motion passed 6/0.

Ayes: Athmalingam, McGuire, Medrano-Sanchez, Mejia, Pelke, and Smith
Nays: None
Absent: Schaaf
Abstain: None

A motion to adopt Ordinance No. 2018/2019-108, An Ordinance Closing Out Bond Fund was made by Trustee Pelke and seconded by Treasurer Mejia by a roll call vote. Motion passed 6/0.

Ayes: Athmalingam, McGuire, Medrano-Sanchez, Mejia, Pelke, and Smith
Nays: None
Absent: Schaaf
Abstain: None

PURCHASE OF LIBRARY VAN

Executive Director Murray discussed the condition of the current library van which was purchased in 2003. There are some concerns about its safety meeting the safety standards of today.

A motion to approve the Purchase of Library Van with funds remaining in the Library Operations Budget was made by Trustee Pelke and seconded by Treasurer Mejia by a roll call vote. Motion passed 5/1.

Ayes: McGuire, Medrano-Sanchez, Mejia, Pelke, and Smith
Nays: Athmalingam
Absent: Schaaf
Abstain: None

APPROVAL OF POLICIES
There was some discussion. Executive Director Murray asked that Policy 3020 Circulation of Library Materials be pulled out for a stand-alone motion.

A motion to approve Policies 3015 Collection Maintenance, 3054 Makerspace with the amended language, Policy 3069 3D Printer, 4013 Gifts and Donations, and Personnel Policy 504 – Uses of Personnel Devices for Library Business was made by Trustee Pelke and seconded by Treasurer Mejia.

Ayes: Athmalingam, McGuire, Medrano-Sanchez, Mejia, Pelke, and Smith
Nays: None
Absent: Schaaf
Abstain: None

Policy 2007 – Investment of Public Funds was tabled until June 26, 2019 Board of Trustees meeting pending research into items outlined.

A motion to approve Policy 3020 Circulation of Library Materials was made by Trustee Medrano-Sanchez and seconded by Treasurer Mejia.

Ayes: Athmalingam, McGuire, Medrano-Sanchez, Mejia, Pelke, and Smith
Nays: None
Absent: Schaaf
Abstain: None

A motion to approve Policy 3020 Circulation of Library Materials as amended to add "effective immediately with implementation as soon as practical," was made by Trustee Medrano-Sanchez and seconded by Treasurer Mejia.

Ayes: Athmalingam, McGuire, Medrano-Sanchez, Mejia, Pelke, and Smith
Nays: None
Absent: Schaaf
Abstain: None

TRUSTEE REPORTS
Trustee Pelke distributed a CV to the Board.
Secretary Smith is curious about the Library of Things. He wants to know more.
Treasurer Mejia informed the Board that a Budget and Personnel Committee will meet in June. Executive Director will send out a doodle poll. President McGuire reminded the Board to check their emails for the doodle poll.
President McGuire welcomed Trustee Pelke to the Board and thanked Treasurer Mejia for meeting and getting ready for the Budget process. President McGuire commended Executive Director Murray for sharing her knowledge and being a reliable source for the Board.

STAFF REPORTS
There was some discussion. Executive Director Murray discussed the investments with the Board.

CORRESPONDENCE
A letter from Illinois State Library Director, Greg McCormick reminding the Library to submit the board member changes and vacancies to the county clerk and the State Librarian within 60 days of occurrence.
A letter from Illinois State Library Director, Greg McCormick regarding the importance of the Census and the importance of encouraging full census participation.
Three thank you letters from the Hickox family sharing their experiences at the Library during the "May the 4th" programs that were offered.

ADJOURNMENT

A motion to adjourn at 9:24 pm was made by Treasurer Mejia and seconded by Trustee Athmalingam.

Ayes: Athmalingam, McGuire, Medrano-Sanchez, Mejia, Pelke, and Smith
Nays: None
Absent: Schaaf
Abstain: None

APPROVED:

_____
President

ATTEST:

_____
Secretary