ALGONQUIN AREA PUBLIC LIBRARY DISTRICT
BOARD OF TRUSTEES MEETING
2600 HARNISH DRIVE
FEBRUARY 19, 2020
7:00 P.M.

The Board of Trustees of the Algonquin Area Public Library District met on Wednesday, February 19, 2020 at the Harnish Library.

All packets were distributed on Friday, February 14, 2020 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 McGuire, Medrano-Sanchez, Mejia, Pelke, Schaaf, and Smith. Trustee Athmalingam was absent. Also present were Executive Director Murray, Assistant Director Dolin, and Department Managers Chiappone, Christopherson, Husak, McCallum, and Parmele.

AUDIENCE TO VISITORS
Brooke Irving and John Shales from Shales McNutt Construction were present.

CONSENT AGENDA
A motion to approve the consent agenda containing the January 22, 2020 Board of Trustees Meeting Minutes, the January 2020 Financial Statements, and the Action Date Calendar 2020 was made by Vice President Schaaf and seconded by Trustee Medrano-Sanchez.

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

APPROVAL OF THE JANUARY AND FEBRUARY 2020 DISBURSEMENTS
A motion to approve the January and February 2020 Disbursements was made by Trustee Pelke and seconded by Vice President Schaaf. Motion passed with a roll call vote.

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

BATHROOM CONSTRUCTION PROJECT
Executive Director Murray opened the floor to John Shales to discuss the bids received and the ones chosen for the project. He discussed the components of the projects and fielded questions from the Board.
A motion to approve the bids for trades as recommended by Shales McNutt Construction with alternates for the Public Restroom Renovation Project was made by Treasurer Mejia and seconded by Vice President Schaaf. Motion passed by roll call vote. 6/0

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

A motion to authorize Executive Director Sara Murray to Approve Change Orders to the Public Restroom Renovation Project not to exceed $10,000 was made by Treasurer Mejia and seconded by Vice President Schaaf. Motion passed by roll call vote. 6/0

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

APPROVAL OF REIMBURSEMENT FOR TRAVEL, MEAL AND LODGING EXPENSES

A motion for Approval of Reimbursement for Travel, Meal and Lodging Expenses per night for Carol Dolin at $239, Kristen McCallum at $249, Sara Murray at $253, Alicia Parmele and Samantha Chiappone at $259, Lori Sutherland and Alexa Newman at$269 for attendance at the Public Library Association Conference in Nashville, February 25, 2020 through February 29, 2020 was made by Trustee Pelke and seconded by Treasurer Mejia. The motion passed with a roll call vote. 6/0

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

A motion to approve reimbursement to Trustee McGuire's in the amount of $22.31and Trustee Medrano-Sanchez's in the amount of $25.88 for attendance at the ILA Legislative Breakfast was made by Secretary Schaaf and seconded by Treasurer Mejia. The motion passed with a roll call vote. 6/0

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

APPROVAL OF POLIC 2007: INVESTMENT OF PUBLIC FUNDS

A motion to approve Policy 2007: Investment of Public Funds with the mandated changes regarding sustainability was made by Trustee Medrano-Sanchez and seconded by Treasurer Mejia.

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

COMMUNITY SHARE INTERGOVERNMENTAL AGREEMENT

A motion to approve the Community Share Intergovernmental Agreement between Algonquin Area Public Library District, Fox River Valley Public Library, Ella Johnson Public Library, and Community Unit School District 300 was made by Vice President Schaaf and seconded by Trustee Medrano-Sanchez.

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

APPROVAL OF RFP FOR AUDIT SERVICES

A motion to approve RFP as proposed for Audit Services was made by Trustee Pelke and seconded by Vice President Schaaf.

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

REVIEW OF AGREEMENT WITH FRIENDS OF THE LIBRARY

Executive Director Murray presented a Review of Agreement with Friends of the Library. There was some discussion. A motion to approve the Agreement with Algonquin Area Public Library District and the Friends of the Algonquin Library District as presented was made by Vice President Schaaf and seconded by Trustee Medrano-Sanchez.

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

MID-YEAR FINANCIAL REVIEW
Executive Director reported the Mid-year Financial Review for the Board. She noted that there no areas of concern and that no budget line is either over or under spent at the sixth month ending December 31, 2019.

STAFF REPORTS
Executive Director Murray discussed the upcoming 2600 Murder Mystery Club event, noting that the Library has completed all required training and certifications. She also discussed the importance of Census 2020. Information gathered with the census determines how the amount of funds is distributed throughout the state to support public schools, hospitals, and other public services. Executive Director Murray reminded the Board to complete their statements of economic interest before the May 1st deadline. The Library Stakeholder Team met with PinPoint Collective, District 300 Superintendent Heid, Village of Algonquin Deputy Chief of Police Markham, Village Manager Tim Schloneger and Parks Superintendent Katie Gock. The team will continue to gather feedback from people in the community to answer questions regarding the Branch library.

CORRESPONDENCE
A thank you letter to the Board from Dana McCloud for her attendance at the Evolving Manger Boot Camp sponsored by HR Source
A thank you email sent to Library Associate Brunner for her support with literacy night

TRUSTEE REPORTS
Trustee Pelke signed up for some computer classes and he couldn't find which classes he signed up for. He suggested adding a feature to the app so people find their schedule. He is looking forward to 2600 Club Murder Mystery event.
Vice President Schaaf mentioned the Friends Book Sale is March 5th through March 8th.
Trustee Medrano-Sanchez attended the ILA Legislative Breakfast. She enjoyed attending the event.
Secretary Smith shared that his daughter attended the lock-in at the library. She had a blast.
President McGuire attended ILA and enjoyed talking with people from other libraries. She thought it would be nice if people could share a story and or a photo about the library as a way to connect the community. A library is more than a place for books , it is a place for community. She mentioned the Board retreat in April.

EXECUTIVE SESSION 5 ILCS 120/2.06(d) SEMI-ANNUAL REVIEW OF CLOSED MEETING MINUTES
The Review of the Closed Meeting Minutes was tabled, and there was no executive session.

ADJOURNMENT
A motion to adjourn at 8:24 pm was made by Vice President Schaaf and seconded by Treasurer Mejia.

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

APPROVED:

President

ATTEST:

Secretary, pro tempore