

Algonquin Area Public Library District Board of Trustees Meeting
2600 Harnish Drive, Algonquin, Illinois
August 28, 2024
Immediately following the Budget & Appropriation Hearing held at 7:00pm

Board Meeting

Call to Order

President Taylor called the Regular Board Meeting to order at 7:11pm.

Roll Call

In attendance: Trustee Becker, Vice President Medrano-Sanchez, Secretary Sharkey, and President Taylor

Absent: Trustee Johnson, Trustee Kennealy, and Treasurer Pelke

Staff present: Executive Director Murray, Assistant Director-Public Services Parmele, Assistant Director-Operations Husak, Erin Maiero, Henry Sadowski, Anne Kunzen, Hannah Sloan, Doug Cataldo, and Sam Chiappone

Audience to Visitors

No Visitors

Consent Agenda

- a) **Approval of Minutes of the July 24, 2024 Board of Trustees meeting**
- b) **Approval of July 2024 Financial Statements**
- c) **Acceptance of the 2023-2024 Illinois Public Library Annual Report**

Director Murray explained that the IPLAR will be completed by the August 31, 2024 deadline as required by the State. Programming numbers were being reviewed. With no further comments from the Trustees, Trustee Becker moved to approve the Consent Agenda as presented and Vice President Medrano-Sanchez seconded. The motion passed unanimously with a voice vote.

Approval of August 2024 Disbursements

Trustee Becker moved to approve the August 2024 Disbursements as presented. Vice President Medrano-Sanchez seconded. The motion passed with a roll call vote as follows:

Ayes: Trustee Becker, Vice President Medrano-Sanchez, Secretary Sharkey, and President Taylor

Nays: None

Absent: Trustee Johnson, Trustee Kennealy, and Treasurer Pelke

Abstain: None

Approval of Policy 1001: Bylaws

Policy 1001: Bylaws was presented for review at the July 2024 Board Meeting. Trustee Becker moved to approve Policy 1001: Bylaws as presented and Secretary Sharkey seconded. The motion passed with a roll call vote as follows:

Ayes: Trustee Becker, Vice President Medrano-Sanchez, Secretary Sharkey, and President Taylor

Nays: None

Absent: Trustee Johnson, Trustee Kennealy, and Treasurer Pelke

Abstain: None

Adoption of Amended FY24-25 Operation Budget

President Taylor and Executive Director Murray noted that there were no changes to the FY24-25 Operating Budget presented in June 2024, and therefore no further action was needed.

Adoption of Ordinance No. 2024-2025-101, A Combined Annual Budget & Appropriations Ordinance for Library Purposes for FY2024-2025

Executive Director Murray explained there was a minor change to balance the expenses and revenues. A line item was included twice initially. Trustee Becker moved to adopt Ordinance No. 2024-2025-101, A Combined Annual Budget and Appropriations Ordinance for Library Purposes for FY2024-2025 and Vice President Medrano-Sanchez seconded. The motion passed with a roll call vote as follows:

Ayes: Trustee Becker, Vice President Medrano-Sanchez, Secretary Sharkey, and President Taylor
Nays: None
Absent: Trustee Johnson, Trustee Kennealy, and Treasurer Pelke
Abstain: None

Approval of Certified Estimate of Anticipated Revenue by Source

Trustee Becker moved to approve the Certified Estimate of Anticipated Revenue by Source and Vice President Medrano-Sanchez seconded. The motion passed with a roll call vote as follows:

Ayes: Trustee Becker, Vice President Medrano-Sanchez, Secretary Sharkey, and President Taylor
Nays: None
Absent: Trustee Johnson, Trustee Kennealy, and Treasurer Pelke
Abstain: None

Adoption of Ordinance No. 2024-2025-102, An Ordinance Determining to Levy for FY2024-2025, an Additional Tax of up to .02% of Equalized or Assessed Value of Taxable Property for Particular Building and Equipment Purposes in Accordance with 75 ILCS 16/35-5(b)

Trustee Becker moved to adopt Ordinance No. 2024-2025-102, An Ordinance Determining to Levy for FY2024-2025, an Additional Tax of up to .02% of Equalized or Assessed Value of Taxable Property for Particular Building and Equipment Purposes in Accordance with 75 ILCS 16/35-5(b) and Vice President Medrano-Sanchez seconded. The motion passed with a roll call vote as follows:

Ayes: Trustee Becker, Vice President Medrano-Sanchez, Secretary Sharkey, and President Taylor
Nays: None
Absent: Trustee Johnson, Trustee Kennealy, and Treasurer Pelke
Abstain: None

Eastgate Branch Renovation Project Update

The lower level patio walls have been poured, and the floor will be poured after the drain is updated and installed. The elevator is scheduled to arrive on September 12. The drywall was delivered through the lower level wall opening and will be installed in the coming weeks. The heat pumps have been delivered and will be installed in the mechanical room. A couple trees have been removed to make room for the geothermal drilling rig, and a couple others have been pruned. The upper level window openings have been cut open and are currently boarded up. The angled windows near the entrance have also been removed, and some repairs to the lower wall portion will be made to bring the structure up to current standards. The drywell conversion has been completed, and geothermal drilling will begin soon. An option to remove and replace old drywall and framing on the upper level has been accepted, and we will likely see a change order for this work in the future. This option will give us a sturdier, standard framed wall and drywall that is smooth and without several large patches.

a) Review of Change Orders

- a. PCO 023: \$24,375 - The ceiling tile and grid on the upper level will be replaced. This will make the whole upstairs look new a fresh and will eliminate the “checkerboard” look of reinstalling dirty tiles.
- b. PCO 024: \$50,989 - Money was moved from the contingency budget to the furniture, fixtures, and equipment budget. Because this was just a reassignment of funds within the budget, approval was not needed.

- c. PCO 025: \$4,268 - Additional or new insulation for mechanical systems was installed.
- d. PCO 026: \$9,243.75 - Old mortar bed was removed and new concrete was poured on the upper level in the lobby and restrooms. This is very similar to the removal of the mortar bed and replacement with concrete on the lower level.

Committee Reports

The Policy Committee plans to meet again in January 2025.

The Facilities Committee plans to meet again at 6pm on September 16, 2024 with the location to be determined.

The Budget & Personnel Committee had no report.

Staff Reports

Executive Director Murray welcomed Hannah Sloan, who joined the library as the new Adult Services Manager. Summer reading had amazing participation. A chart was shared with our participation numbers for the last few years. Teen Librarian Holly Eberle worked diligently to increase our teen numbers with much success. D300's heavy promotion of summer reading helped our participation numbers as well.

Trustee Reports

- Vice President Medrano-Sanchez picked up the re-election paperwork and is still considering running. She will be attending the ILA Conference Trustee day this fall in Peoria.
- Trustee Becker shared a library hero article with Executive Director Murray and he would like to pick up library materials at Historic Village Hall during our outreach hours.
- Secretary Sharkey had nothing to report.
- President Taylor shared her appreciation for Communications and Outreach Coordinator Doug Cataldo preparing a rock for her family, and she appreciated her awesome LibBox.

Correspondence

Executive Director Murray added the official letter from HUD for the \$500,000 grant for the Eastgate Branch Renovation Project. Bridget Scales sent an email complimenting the Stranger than Fiction book club host, Karrie Stewart, for an amazing job. A patron shared a thank you note for the Planetarium visit and the library hosts, Raluca Barbu, Henry Sadowski, and Kelly Kuningas. Theresa Therens received a thank you note for coordinating another successful Versiti blood drive.

Adjournment

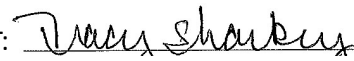
The meeting was adjourned by declaration by President Taylor at 8:11pm.

APPROVED:



Lindsay Taylor, President

ATTEST:



Tracy Sharkey, Secretary