

**Algonquin Area Public Library District Board of Trustees Meeting**  
**2600 Harnish Drive, Algonquin, Illinois**  
**November 20, 2024**  
**7:00 pm**

**Board Meeting**

The Board of Trustees of the Algonquin Area Public Library District met on Wednesday November 20, 2024 at 7:00 pm. The meeting was held at the Main Library located at 2600 Harnish Drive, Algonquin, Illinois.

All packet documents were made available on or before the day of the meeting and an agenda was posted online and in both libraries forty-eight hours prior to the meeting.

**Call to Order**

President Taylor called the Regular Board Meeting to order at 7:13 pm.

**Roll Call**

In attendance: Trustee Becker, Trustee Johnson, Trustee Kennealy, Vice President Medrano-Sanchez, Treasurer Pelke, Secretary Sharkey, and President Taylor

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

**Audience to Visitors**

Serena Jamison was present. Lauren Allen from Sikich was present.  
There was no comment from visitors.

**Consent Agenda**

- a) **Approval of Minutes of the October 16, 2024 Board Meeting Minutes**
- b) **Approval of October 2024 Financial Statements**

Treasurer Pelke moved to approve the consent agenda as presented and Trustee Johnson seconded. The motion passed unanimously with a voice vote.

**Approval of November 2024 Disbursements**

Clarification was given that Tri-merit is the company working on our geothermal grant and that the new security cameras were installed at the Harnish Main Library. Trustee Becker moved to approve the November 2024 Disbursements and Trustee Johnson seconded. The motion passed unanimously with a roll call vote as follows:

Ayes: Becker, Johnson, Kennealy, Pelke, Medrano-Sanchez, Sharkey, Taylor  
Nays: None  
Absent: None  
Abstain: None

**Presentation and Acceptance of FY2024 Annual Financial Audit**

Lauren Allen from Sikich presented highlights from the Annual Financial Report. Treasurer Pelke asked about the debt maturity date, and Lauren clarified the principal plus interest payment due at that time. A question regarding AJE 5-7 was asked, and Lauren explained that the dollar amount in those AJE's was more significant and was therefore noted separately. Treasurer Pelke moved to accept the FY2024 Annual Financial Audit as presented and Trustee Johnson seconded. The motion passed unanimously with a roll call vote as follows:

Ayes: Becker, Johnson, Kennealy, Pelke, Medrano-Sanchez, Sharkey, Taylor  
Nays: None  
Absent: None  
Abstain: None

### **Adoption of Ordinance 2024-2025-103, An Ordinance to Levy Taxes for Library Purposes for Fiscal Year 2024-2025**

Executive Director Murray discusses the new growth potential in the district and proposed a levy in the amount of \$7,137,075.00, which represents an increase of 5.15% over last year's extension. Trustee Johnson commented that the dollar amount of his property's library taxes is lower now than ten years ago due to growth in the district. Trustee Becker felt that a request for an increase of 4.9% would be adequate. After some discussion, Secretary Sharkey moved to adopt the proposed Ordinance 2024-2025-103, An Ordinance to Levy Taxes for Library Purposes for Fiscal Year 2024-2025 as presented, and Trustee Kennealy seconded. The motion passed with a roll call vote as follows:

Ayes: Johnson, Kennealy, Pelke, Sharkey, Taylor

Nays: Becker, Medrano-Sanchez

Absent: None

Abstain: None

### **Approval of Travel, Meals, and Lodging Reimbursements for Trustee for the ILA Annual Conference**

Vice President Medrano-Sanchez attended the ILA Annual Conference in Peoria, Illinois from October 9-10, 2024 and incurred reimbursable costs of \$240.48 for travel and \$35.40 for meals. Trustee Kennealy moved to a reimbursement for Vice President Sanchez-Medrano in the amount of \$275.88 and Trustee Johnson seconded. The motion passed unanimously with a roll call vote as follows:

Ayes: Becker, Johnson, Kennealy, Pelke, Medrano-Sanchez, Sharkey, Taylor

Nays: None

Absent: None

Abstain: None

### **Approval of Travel Lodging Reimbursements for Staff for the ILA Annual Conference**

Several staff members attended the ILA Annual Conference in Peoria, Illinois from October 7-10, 2024 and incurred room charges at a rate higher than the IRS daily rate. Trustee Kennealy moved to approve lodging charges for Samantha Chiappone and Karrie Stewart in the amount of \$119 a night and Stephanie Brunner in the amount of \$129.00 a night and Trustee Johnson seconded. The motion passed unanimously with a roll call vote as follows:

Ayes: Becker, Johnson, Kennealy, Pelke, Medrano-Sanchez, Sharkey, Taylor

Nays: None

Absent: None

Abstain: None

### **Review of Serving Our Public 4.0: Standards for Public Libraries**

Executive Director Murray explained that part of our annual requirement for the Per Capita Grant is to review Serving Our Public 4.0: Standards for Public Libraries and presented an update on where we stand. Of the 179 standards listed in 14 chapters, we are meeting all but 9 standards. All of the unmet standards are partially met or in progress. No action was needed on this item.

### **Discussion of Proposed Agreement Between the Algonquin Area Public Library District and the Friends of the Algonquin Area Public Library District**

Executive Director Murray discussed the creation of a new Agreement between the Algonquin Area Public Library District and the Friends of the Algonquin Area Public Library District. The time to reevaluate this understanding correlates with space changes due to the Eastgate Renovation and is intended to realign and reaffirm the relationship between the two organizations. There was some discussion about options moving forward and what the Library Board might expect from the Friends of the Library, and a recommendation that a clause be added to the Agreement requiring that the Friends of the Library adhere to their own bylaws. Executive Director Murray welcomes all trustee feedback and discussion about how we move forward with the Friends of the Library. A meeting will be scheduled with the Friends leadership to discuss an alignment of our joint missions. Discussion will continue at the December Board meeting with possible action.

## Update on Eastgate Branch Renovation Project

- Carpets were cleaned
- Punchlist walkthrough with the Architects will take place Thanksgiving week
- Shelving and collection delivery have been scheduled for early December
- Furniture delivery has been scheduled for early through mid December
- ComEd will shut down the power on December 4 to replace a faulty main switch
- The elevator company is scheduled to complete the install and inspection on December 9
- Geothermal has been up and running since November 15
- KI Walls for the meeting room and study rooms are arriving in early December

### a) Review of Change Orders

No change orders require Trustee review and approval at this time.

## Committee Reports

**Facilities:** The Committee will not meet for a while. Trustee Johnson visited the Eastgate location recently and commented positively on the progress. Treasurer Pelke recommended holding a Board Meeting at the renovated Branch in 2025.

**Policy:** The Committee plans to meet again in January 2025 and a doodle poll will be sent to select a date.

**Budget & Personnel:** Treasurer Pelke requested the levy process for 2025 take place in November instead of October.

## Staff Reports

In addition to the standard monthly reports from the departments, there were several reports presented from staff attendance at conferences in October.

## Trustee Reports

- Trustee Johnson shared comments received from folks when he was collecting signatures for his candidate packet. A neighbor asked for a library sign and Doug helped Jim provide one to his neighbor. Another person said they would not have made it through the pandemic without the Library.
- Treasurer Pelke invited the Board to sign Happy Birthday to Executive Director Murray
- Vice President Medrano-Sanchez had nothing to report
- Trustee Becker asked if Algonquin State Bank's new name should be reflected in the financial report
- Trustee Kennealy was pleased to see increases in physical and digital materials checkouts. He explained his reasons for not running for the board in the Spring Election, including that the current Board is doing an amazing job and the library is in good hands.
- Secretary Sharkey had nothing to report
- President Taylor shared her appreciation for everyone's attention at the longer-than-normal meeting and was excited that Executive Director Murray got to meet Mychal Threats at the ILA Conference

## Correspondence

Executive Director Murray shared the comments from the suggestion box and noted that dashes are used during transcription when written words are illegible. In response to a comment regarding the library's collection, Trustee Kennealy asked how we promote collections from our consortium.

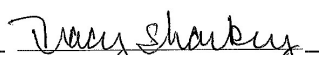
## Adjournment

The meeting was adjourned by President Taylor at 9:18 pm by declaration.

APPROVED:

  
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Lindsay Taylor, President

ATTEST:

  
\_\_\_\_\_  
Tracy Sharkey, Secretary