

CARY AREA PUBLIC LIBRARY DISTRICT BOARD MEETING

**Thursday, April 14, 2011
7:00 p.m.**

**Cary Area Library
Meeting Room
1606 Three Oaks Road**

MINUTES *Corrected 6/7/11*

1. Call to order, Margaret Myers, Board President – Library Board President Margaret Myers called the meeting to order at 7:00 p.m.
2. Roll call, Rebecca Lee, Secretary – Present were Library Trustees Tom Garvin, Rebecca Lee, Margaret Myers and Jan Polep. Also present were Library Director Diane McNulty, Administrative Assistant Karen Long and Susan Brabec. Gary Neudahl entered the meeting at 7:06.
3. Approval of board minutes from:
 - a. Regular Board meeting March 10, 2011 - The minutes from March 10, 2011 were reviewed. Garvin motioned to approve the minutes, Polep seconded. On roll call Garvin, Myers, Neudahl and Polep aye, Lee abstained. Motion approved.
4. Communications
5. Treasurer's report, Barbara Kalchbrenner, Treasurer - In the absence of Barb Kalchbrenner, Karen Long gave the details of the treasurer's report. The month opened with a balance of \$2,253,700.00. Interest received is still above estimates (20%) but we only budgeted \$1,000.00 to be received. We are 9 months into the fiscal year and most line items are on track. The month closed with a balance of \$2,134,600.00. Polep motioned to approve the treasurer's report; Lee seconded. On roll call all ayes, motion approved. Neudahl clarified that the report was for March 2011; (the 2011 was left off the report). Correction noted.
6. Approval of bills
 - a. March 2011 - Long presented the bills. There were checks written for \$48,401.08 and a transfer check for \$120,000.00 for a total of \$168,410.08 to be approved. Most bills were the normal monthly expenses. Snow plowing is done; landscaping is starting back up. There were multiple expenses related to the open house for the performers, giveaways and refreshments. Neudahl motioned to approve paying the bills, Garvin seconded. On roll call all ayes, motion approved.

7. Librarian's report
 - a. March statistics – the months' statistics were presented
 - b. Dept. news – the department news was presented
 - c. Director's report

8. Unfinished Business - Diane had our attorney look at the agreement with Sente & Rubel about the bid proposal for the sidewalk project and he felt it was ok. Diane will sign and send along.

9. New business
 - a. Approve proposal for plat of survey - Diane discovered in the bid process for the sidewalk that no plat of survey is held by us. We have the plats for the 2 additional lots but not the original 5. So Diane had 3 proposals soliticited by Sente & Rubel to do a plat for us. The proposals were for \$1600, \$2300 or \$2265 for **topicgraphical** plats. Diane wants to go with American at \$1600 and the board agreed.

10. Any and all other business the Board may wish to discuss - Diane wanted to schedule a meeting to discuss policy and budget. A policy meeting was scheduled for Thursday, April 28th at 6:00 and dinner will be provided. She also tentatively scheduled a budget meeting to **proceed** the regular board meeting on May 12. That meeting will start 6:00 and dinner will be provided again.

11. Adjourn - the meeting adjourned at 8:15 p.m.

Respectfully submitted,

Administrative Assistant

Reviewed by,

Secretary