

# **CARY AREA PUBLIC LIBRARY DISTRICT BOARD MEETING**

**Thursday, August 13, 2009  
7:00 p.m.**

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

## **MINUTES**

1. Call to order, Margaret Myers, Board President - Library Board President Margaret Myers called the meeting to order at 7:01 p.m.
2. Roll call, Rebecca Lee, Secretary - Present were Library Trustees Tom Garvin, Barb Kalchbrenner, Rebecca Lee, Scott Migaldi, Margaret Myers and Jan Polep. Also present were Library Director Diane McNulty and Administrative Assistant Karen Long and Chelsea McDougall from the Northwest Herald
3. Approval of board minutes from:
  - a. Regular Board meeting July 9, 2009 - The minutes from July 9, 2009 were reviewed. Kalchbrenner motioned to approve the minutes, Lee seconded. On roll all ayes, motion approved.
  - b. Nominating Committee meeting July 9, 2009 - The minutes from the nominating committee were reviewed. Migaldi motioned to approve the minutes, Garvin seconded. On roll call all ayes, motion approved. Gary Neudahl entered the meeting at 7:03 p.m.
4. Communications
  - a. Budget and Appropriations Ordinance Hearing - no members of the public were present to comment on the hearing.
5. Treasurer's report, Barbara Kalchbrenner, Treasurer - Kalchbrenner reported we opened the month with \$2,135,100.00. Personal Property Replacement tax received was \$5,316.36. No per capita grant money yet. The property taxes received in May and June are now reflected on this FY year report. We collected \$145 in Non resident fees. We closed the month with a balance of \$2,014,400.00. Lee, motioned to approve the treasurer's report, Neudahl seconded. On roll call all ayes, motion approved.
6. Approval of bills
  - a. July 2009 - Kalchbrenner presented the board with bills totaling \$145,749.91 with an additional \$40,968.78 written after the bookkeepers visit for total of \$186,718.72. Long reported the bill for \$7425 to Ebsco was voided when she found it had already been paid in July. We paid \$444.00 to Standguard for the annual monitoring fee and \$55.50 to the NW Herald for the publishing of the B & A hearing. Lee motioned to approve paying the bills, Garvin seconded. On roll call all ayes, motion approved.
7. Librarian's report
  - a. July statistics – the director presented the July Statistics
  - b. Dept. news – the director presented the Department news
  - c. Director's report
  - d. Discussion of IPLAR highlights

8. Unfinished Business

- a. Review and discuss library policy – Sections 4.9 through 4.15 were reviewed.
- b. Discuss compliance with Illinois Library Laws and Rules, January 2008, (Chapter 75, Libraries) for District libraries - the Cary Area Library is in compliance with the Illinois Library Laws

9. New business

- a. Discussion and Approval of Ordinance 09-8-1 Combined Annual Budget and Appropriation Ordinance for Library Purposes for the Fiscal Year 2009/2010 - McNulty pointed out that under the estimated income there is a new line item to include the tax revenue underpayment of the 2007 taxes. The cash on hand amount is down due to the renovation project. The amount for the per capita grant is for last year amount since the money for FY 2008/2009 has not been received yet. For the special funds other than the general fund we have spent some of them down and so will not levy for the unemployment fund this year. There are some items to be spent out of special reserve including adding extra cameras, replacement of the heat exchangers and replacement exterior doors along with a small cushion to allow for any unexpected building items that need repair. The aggregate total is \$2,314,600.00. Migaldi motioned to approve Ordinance 09-8-1, Neudahl seconded. On roll call all ayes, motion approved.
- b. Discussion and Approval of Resolution estimating cost of capital projects - This resolution states the estimates for the building projects which include adding extra cameras, replacement of heat exchangers, replacement of exterior doors, outside soffit replacement, relocating one sprinkler head and possibly replacement of the water pressure pump. The actual cost of these repairs will not exceed \$30,000. The resolution with actual costs will be approved in October. Garvin motioned to approve the Resolution, Kalchbrenner seconded. On roll call all ayes, motion approved.

10. Any and all other business the Board may wish to discuss - Scott asked to do a review of any Executive Session minutes in December; this was just done in July but should be done twice a year. Diane will add to the December agenda.

Diane asked the board if it would be possible create a permanent memorial to Carol Morgan by creating a memorial reading garden out front. This could include reading benches and plaques for Carol and future commemorations? It would be incorporated with the anticipated replacement of the concrete walkway out front for next summer. The board agreed that something permanent should be created and will wait for further investigation by Diane.

11. Adjourn - The meeting adjourned at 9:20 p.m.

Respectfully submitted,

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Administrative Assistant

Reviewed by,

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Secretary