

Algonquin Area Public Library District Board of Trustees Meeting
2600 Harnish Drive, Algonquin, Illinois
August 23, 2023
Immediately Following the Budget & Appropriation Hearing at 7:00pm

The Board of Trustees of the Algonquin Area Public Library District met on Wednesday, August 23, 2023 at 7:00 pm for a Budget & Appropriation hearing, and the regular meeting was held immediately following the hearing. 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 7:12 pm.

Roll Call

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

Staff present: Executive Director Murray, Assistant Director-Public Services Parmele, Assistant Director-Operations Husak, Erin Maiero, Henry Sadowski, Anne Kunzen, Kristen McCallum, Sam Chiappone and Kate Cundiff

Audience to Visitors

No Visitors

Consent Agenda

- a) **Approval of Minutes of the July 19, 2023 Board of Trustees meeting**
- b) **Approval of July 2023 Financial Statements**
- c) **Acceptance of the 2022-2023 Illinois Public Library Annual Report**

Director Murray explained the IPLAR will be completed by the August 30, 2023 deadline as required by the State. With no further comments from the Trustees, Treasurer Pelke moved to approve the Consent Agenda and Trustee Johnson seconded. The motion passed by a voice vote.

Approval of August 2023 Disbursements

President Taylor inquired about the payment to OTIS and Director Murray explained this was for regular maintenance. Trustee Becker asked about RAILS and Director Murray explained it is our library system. Vice President Medrano-Sanchez questioned the amount paid to Cooperative Computer Services and Director Murray explained that our library functions with the services that CCS provides and further explained that the costs for CCS are shared among the libraries in the consortium.

Treasurer Pelke moved to approve the August 2023 Disbursements and Trustee Johnson seconded. With a roll call vote:

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

Nays: None

Absent: None

Abstain: None

Executive Session – 5 ILCS 120/2(c)(3) – The selection of a person to fill a public office

Action Taken as a Result of Executive Session

Administration of Oath of Office

The Board did not go into closed session, nor was the Oath of Office administered. Executive Director Murray discussed the current vacancy as the potential selected candidate is working to gather more information before making a final decision to be sworn in. No action was taken on these items at this time.

Approval of Insurer for Government Crime Policy

Director Murray discussed the advantages of moving from the surety bond to a government crime policy. Vice President Medrano-Sanchez asked for more information and Director Murray explained that the entire organization is covered, and application for the government crime policy will require less personal and vital information than the application for the surety bond.

Treasurer Pelke moved to approve Travelers as the insurer for the government crime policy and Trustee Johnson seconded. With a roll call vote:

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

Nays: None

Absent: None

Abstain: None

Adoption of Amended FY23-24 Operating Budget

President Taylor explained that with no changes to the FY24 Operating Budget that was presented in June, no action was needed.

Adoption of Ordinance No. 2023-2024-102, A Combined Annual Budget and Appropriations Ordinance for Library Purposes for FY2023-2024

Director Murray updated corporate funds to be more accurate and an appropriation was added to be able to spend up to \$150,000 in anticipated state funding for the construction project. The dates at the end of the ordinance will be amended for accuracy.

Treasurer Pelke moved to adopt Ordinance No. 2023-2024-102, A Combined Annual Budget and Appropriations Ordinance for Library Purposes for FY2023-2024 and Secretary Sharkey seconded.

With a roll call vote:

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

Nays: None

Absent: None

Abstain: None

Approval of Certified Estimate of Anticipated Revenue by Source

Trustee Becker asked if the levy increase will be added. Director Murray explained that this estimate of revenues reflects the funds received from last year's levy request and this year's request is not added.

Trustee Becker moved to approve the Certified Estimate of Anticipated Revenue by Source and Vice President Medrano-Sanchez seconded.

With a roll call vote:

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

Nays: None

Absent: None

Abstain: None

Adoption of Ordinance No. 2023-2024-103, An Ordinance Determining to Levy for FY 2023-2024 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)

Director Murray explained that this is a separate tax from the general fund and the revenues are used to cover expenses of building maintenance. According to state statute, the Library must notify the public of intent to levy this tax. The voters in our district have never petitioned that this tax be put to a vote. Trustee Becker asked the amount of monies collected. Director Murray explained that the amount does vary but is anticipated to be \$250,000-\$300,000. Trustee Becker asked how expenses would be covered if this money was not received and Director Murray explained the expenses would be paid with other money from the budget.

Treasurer Pelke moved to adopt Ordinance No. 2023-2024-103, An Ordinance Determining to Levy for FY 2023-2024 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 Trustee Johnson seconded.

With a roll call vote:

Ayes: Trustee Johnson, President Taylor, Treasurer Pelke, Vice President Medrano-Sanchez, and Secretary Sharkey

Nays: Trustee Becker

Absent: None

Abstain: None

Eastgate Branch Update

Updates provided by Executive Director Murray

Geothermal update:

- The estimated savings for heating and cooling could be approximately \$50,000 per year.
- Replacing the current HVAC setup with geothermal at a later date would be much more difficult and costly and would require discarding functional equipment. The current HVAC equipment is nearing its end of life.
- The geothermal system has a 20 year life expectancy.
- Possible rebates for adding geothermal are being investigated.

Federal funding update:

- Our application for \$1.5M to Rep. Jan Schakowsky's office was accepted and forwarded to the Transportation, Housing, and Urban Development Committee (THUD). THUD forwarded our request at the lower amount of \$500K to the US House of Representatives.
- We are waiting to see if Congress approves a budget before the September 30 deadline and if our funding request is included in the budget. If there is a government shutdown, our funding is in jeopardy.

The architects and construction management team will meet with staff to discuss further details on August 29.

Committee Reports

Policy: The Committee plans to meet again in January 2024. Executive Director Murray may send a few policies to the committee chair Vice President Medrano-Sanchez before the next meeting for review.

Facilities: Executive Director Murray will send out a doodle poll for the next meeting.

Budget & Personnel: The Committee will plan to meet before the October Board Meeting.

Staff Reports

Executive Director Murray shared the amazing success the library has had with participation in this summer's reading program. A second order for t-shirts had to be made to meet demand.

A new structure for Board statistics was presented for review.

Executive Director Murray discussed the recent bomb threats at Illinois libraries. ILA is speaking publicly. Executive Director Murray met with the Algonquin Police Chief and two sergeants to discuss threats and the recent vandalism.

of materials. Trustee Medrano-Sanchez inquired if the two were related and at this time there doesn't appear to be a connection.

Trustee Reports

- Secretary Sharkey is hoping to continue her participation in the book clubs this fall.
- Trustee Becker discussed a book recommendation by Finkelhor with the trustees.
- Vice President Medrano-Sanchez asked about how we decide where to hold early voting because the Program Room feels small for that purpose. She also shared that her family participated in the summer reading program and enjoyed earning prizes. The Founders Days Parade was a lot of fun to participate in.
- Treasurer Pelke discussed his recent introduction to Mango Languages by a staff member at the library. He is using it to learn Italian for an upcoming trip. He is hoping to see the Organizational Chart be added to the website soon.
- Trustee Johnson shared that on a recent visit to his parents at The Oaks, he saw several summer reading t-shirts and bee craft projects provided by the library. Trustee Johnson recommended the book "Library of the Unwritten" to the trustees.
- President Taylor shared her son's pleasure in this year's summer reading program. She also enjoyed her participation in the Founder's Day parade. She passed along kudos to the staff on the summer reading program.

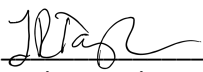
Correspondence

There was no correspondence to share.

Adjournment

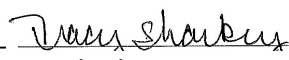
The meeting was adjourned to Executive Session by President Taylor at 8:20 pm

APPROVED:



Lindsay Taylor, President

ATTEST:



Tracy Sharkey, Secretary