

Algonquin Area Public Library District Board of Trustees Meeting
2600 Harnish Drive, Algonquin, Illinois
November 15, 2023
7:00 pm

The Board of Trustees of the Algonquin Area Public Library District met on Wednesday November 15, 2023 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 7:01 pm.

Roll Call

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

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

Audience to Visitors

Chris Damsch, Shales McNutt Construction Manager for the Eastgate Renovation

Consent Agenda

- a) Approval October 18, 2023 Board Meeting Minutes
- b) Approval of October 2023 Financial Statements

With no comments from the trustees, Trustee Becker moved to approve the Consent Agenda and Secretary Sharkey seconded. The motion passed unanimously with a voice vote.

Approval of November 2023 Disbursements

President Taylor asked for clarification on the vendor Alliance Entertainment. Executive Director Murray explained it is one of our video game suppliers. Trustee Becker mentioned the Dundee Crown Music Department, and asked if it was a program. Executive Director Murray confirmed it is an upcoming program at the Eastgate Branch. Trustee Kennealy moved to approve the November 2023 disbursements and Secretary Sharkey seconded. The motion passed with a roll call vote:

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

Nays: None

Absent: None

Abstain: None

Approval Recommendation to Award Contracts for Eastgate Branch Renovation Project

Chris Damsch from ShalesMcNutt Construction (SMC) joined the meeting to discuss Letters of Intent. SMC met with all the contractors that submitted the lowest bid. He reported that all were pre-qualified and are capable of performing the contracted work. Trustee Becker asked about the bids for the lower level patio. Chris explained that many of the vendors will be involved in that part of the project. Vice President Medrano-Sanchez asked for clarification on the windows. After the short discussion, Treasurer Pelke moved to approve the Recommendation to Award Contracts for the Eastgate Branch Renovation Project and Secretary Sharkey seconded. The motion passed with a roll call vote:

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

Nays: None

Absent: None

Abstain: None

Review of Ordinance No. 2023-2024-104, An Ordinance to Levy Taxes for Library Purposes for Fiscal Year

Trustee Kennealy and Secretary Sharkey preferred the levy option with the 7.5% increase over last year's extension. The legally required notice will be posted in the newspaper in advance of the hearing to be held on Tuesday, November 28, 2023 at 7 pm. Trustee Johnson and Treasurer Pelke reiterated that the levy is just a request, not a guarantee. A straw poll was taken to verify trustee preference. With a 4 to 3 count 7% is the favored choice, so this is what will be reflected in the public hearing notice.

Approval of Reimbursement of Travel, Meals, and Lodging

President Taylor and Vice President Medrano-Sanchez traveled to Springfield, Illinois on October 25-26 in order to attend the Trustee Day of the Illinois Library Association Annual Conference. President Taylor drove and Vice President Medrano-Sanchez rode along. The reimbursement for mileage and a meal for President Taylor is \$338.09 and the reimbursement for a meal for Vice President Medrano-Sanchez is \$16.04. Secretary Sharkey moved to approve the trustee travel reimbursements and Trustee Johnson seconded. The motion passed with a roll call vote:

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

Nays: None

Absent: None

Abstain: None

Staff Report

Executive Director Murray discussed the sorter delay. The new sorter is expected in March 2024 now.

The update on our potential federal funds was not all positive, but we remain hopeful. The search for grants is an ongoing project, and Executive Director Murray just applied for a \$19,995 grant to help pay for items for the Youth Department.

Committee Reports

Budget & Personnel: The Board will hold a special meeting on Tuesday November 28, 2023 to adopt the levy request.

Facilities: The Committee met on November 6, 2023 and discussed the results from the bid opening. There was a review of alternates for the Eastgate Branch Renovation Project. Using the rubric provided previously by Executive Director Murray, the Committee agreed upon a list of alternates to accept, a list of alternates to defer, and one alternate to be declined.

Policy: The Committee will need to review five policies that are affected by three new laws that are either currently in effect or will go into effect on January 1, 2024. The Committee is scheduled to meet on Tuesday, November 28 at 7:15 pm.

Trustee Reports

Trustee Becker voiced his concern about things (snow, leaves, dropped items) collecting in the lower level patio at the Eastgate Branch. He congratulated Jen on her Jeopardy appearance and win. His friend asked for a book and was delighted that the librarians were prepared to order the book at his request.

Trustee Johnson noticed the Winter Reading Program in our newsletter and other publications. He is interested in the ice sculpture program coming up in early December as well as the digital preservation classes. He also inquired about the meeting Executive Director Murray will have with St. Margaret Mary regarding their safety plan. The meeting has not taken place yet.

Vice President Medrano-Sanchez enjoyed the recent ILA conference and encouraged other trustees to attend and pick up at least one new thing and it would be worth it. She spent time with other trustees and really appreciates that Executive Director Murray supports and communicates with the trustees. She did not have a good experience with the hotel she stayed at.

Trustee Kennealy did not have any report, but he is curious about our spending on ebooks and eaudiobooks and asked if there is a streaming type service for video games. He also inquired about the recent announcement that Algonquin State Bank would be under new ownership.

Treasurer Pelke commented on the newsletter cover. He is interested in the status of the organizational chart.

Secretary Sharkey is delighted to find two great programs in the library newsletter, but was disappointed they are being held at the same time.

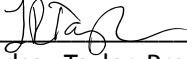
President Taylor enjoyed her time at the ILA conference. She spoke highly of the program on Public Comment. She asked the trustees to begin preparations for Executive Director Murray's evaluation coming up in January 2024.

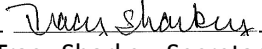
Correspondence

A letter from the attorney was received that reminded the trustee about the upcoming levy deadline. A heartfelt note and drawings were shared, and additional sentiments from the same family can be found in the Youth Services portion of the Staff Report as well.

Adjournment

The meeting was adjourned by President Taylor at 8:18 pm.

APPROVED: 
Lindsay Taylor, President

ATTEST: 
Tracy Sharkey, Secretary