

Algonquin Area Public Library District Board of Trustees Meeting
2600 Harnish Drive, Algonquin, Illinois
July 24, 2024
7:00 pm

The Board of Trustees of the Algonquin Area Public Library District met on Wednesday July 24, 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 7:03 pm.

Roll Call

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

Absent: Secretary Sharkey

Staff present: Executive Director Murray, Assistant Director-Public Services Parmele, Assistant Director-Operations Husak, Erin Maiero, Henry Sadowski, Doug Cataldo, Sam Chiappone, and Anne Kunzen

With Secretary Sharkey absent, Trustee Becker will act as Secretary Pro-tem.

Audience to Visitors

There were no visitors.

Consent Agenda

- **Approval of June 26, 2024 Meeting Minutes** Trustee Johnson noticed an error recording votes as nay instead of absent.
- **Approval of the June 2024 Financial Statements**
Treasurer Pelke moved to approve the Consent Agenda with the amendment to the June 26, 2024 Meeting Minutes and Trustee Johnson seconded. The motion passed unanimously with a voice vote.

Approval of July 2024 Disbursements

Trustee Kennealy moved to approve the July 2024 disbursements and Trustee Johnson seconded. The motion passed with a roll call vote as follows:

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

Nays: None

Absent: Sharkey

Abstain: None

Appointment to Review Secretary's Book

President Taylor assigned Trustees Becker and Johnson to review the Secretary's book before August 31, 2024.

Approval of Policies

All policies up for review were discussed by members of the Policy Committee. *Policy 1001: Bylaws* was reviewed at the July Committee Meeting and at the July Board Meeting and will be voted on at the Board Meeting in August, per the requirement of the Bylaws. Trustee Kennealy inquired about the remote attendance portion of the policy. Trustee Kennealy also inquired about the location of the secretary's book. *Policy 3055: Community Information Display* and *Policy 3057: Display Cases* will be reviewed in January 2025 following the Branch renovation and were not reviewed for approval at this meeting even though they were on the agenda.

Trustee Kennealy moved to approve changes to policies PM 716: Reimbursement Expenses, Policy 2010: Credit Card, Policy 3006: Identity Protection. Policy 3025: Interlibrary Loan, Policy 3035: Information Services, and Policy 3061: COVID-19 Safety. Vice President Medrano-Sanchez seconded. The motion passed with a roll call vote as follows:

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

Nays: None

Absent: Sharkey

Abstain: None

Update on Eastgate Branch Renovation Project

Approval of Change Order 022 Well Changes for Geothermal

A change order was presented in the amount of \$50,975.70 for removing the existing drywell, adding a storm sewer, removal of two trees (and trims for two more), and removal and replacement of asphalt and concrete. The completion of this conversion will allow us to move forward with the geothermal installation. Treasurer Pelke moved to approve PCO 022 and Trustee Johnson seconded. The motion passed with a roll call vote as follows:

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

Nays: None

Absent: Sharkey

Abstain: None

Committee Reports

- **Facilities Committee:** Trustee Johnson appreciated SMC joining the committee for the July meeting. The next meeting is scheduled for August 19th, 2024 at 6pm.
- **Policy Committee:** This committee is planning to meet next in January 2025.
- **Budget and Personnel Committee:** The audit is currently in progress.

Staff Reports

Executive Director Murray shared information from her report. Summer Reading has hit a new participation record, likely due to a combination of staff outreach and the D300 promotion of summer reading programs. Maintenance team staffing changes occurred in July. A note was added to the statistics to reflect increases and decreases between FY23 and FY24.

Trustee Reports

- Trustee Becker had nothing to report.
- Trustee Johnson appreciated the Secretary of State's recent program. He also noticed the Binge Box movie sets and thought they were cleverly themed.
- Treasurer Pelke visited the Comic Book Store in Algonquin and appreciated the support the store provides for the library. He also made a recent visit to the Makerspace to use the laminator in preparation of his upcoming trip.
- Trustee Kennealy asked if we have a new vending machine supplier - we do!
- Vice President Medrano-Sanchez is pleased to be moving forward with the Eastgate Renovation project. She is excited to attend a concert at Ravinia with 2 free tickets from the library.
- President Taylor enjoyed the IDOT program. Her new beach reads Lib Box is great.

Correspondence

A compilation of Suggestion Box notes and replies was presented. Executive Director Murray also shared some correspondence with a patron who inquired about the discontinuation of yoga classes at the library.

Adjournment to Executive Session

President Taylor adjourned the meeting to Executive Session at 8:41 pm pursuant to 5 ILCS 120/2.06(d) for the Semi-Annual Review of Closed Session Minutes.

Return to Open Session

President Taylor called the meeting to order in Open Session at 8:56pm. Roll was called and the following trustees were present: Trustee Becker, Trustee Johnson, Trustee Kennealy, Vice President Medrano-Sanchez, Treasurer Pelke, and President Taylor. Secretary Sharkey was absent. Executive Director Murray was also present.

Action as a Result of Executive Session

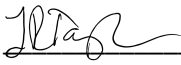
Trustee Kennealy moved that the Board approve closed session minutes from January 24, 2024. Trustee Johnson seconded. The motion passed unanimously with a voice vote.

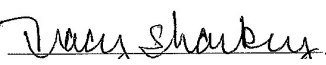
Trustee Kennealy moved that the Board keep closed selected minutes from January 23, 2019 and earlier and February 24, 2021, and make minutes from January 24, 2024 open for public inspection. Trustee Johnson seconded. The motion passed unanimously with a voice vote

Trustee Kennealy moved that the Board approve the destruction of verbatim recordings from Executive Sessions held more than 18 months ago, which would be the recording from meetings held on or before January 24, 2023. Trustee Johnson seconded. The motion passed unanimously with a voice vote.

Adjournment

President Taylor adjourned the meeting by declaration at 9:00pm.

APPROVED: 
Lindsay Taylor, President

ATTEST: 
Tracy Sharkey, Secretary