

**GRAYSLAKE AREA PUBLIC LIBRARY DISTRICT  
MEETING SEPTEMBER 13, 2011  
MINUTES**

**I. CALL TO ORDER**

The meeting was called to order at 7:01 p.m.

**II. ROLL CALL**

Present were President Philip S. Howe, Vice President Scott Landy, Secretary Kathleen Starzec, Treasurer Kristine Mobley and Trustees Fredrick Barnett and Timothy S. Powell. Also present were Automated Systems Manager Sean Draeger and Library Director Roberta Thomas. Trustee Kent Rich arrived at 7:05.

**III. ADDITIONS TO THE AGENDA**

None.

**IV. PUBLIC COMMENTS**

None.

**V. \*\*\* CONSENT AGENDA ITEMS**

- A. Minutes of previous meetings.**
  - 1. Regular Meeting August 9, 2011**
  - 2. Executive Session September 14, 2010**
- B. Treasurer's Report and Paying of the Bills**
  - 1. Executive Budget Summary**
  - 2. CPA Cover Sheet**
  - 3. Expenses by Budget Line**
  - 4. Expenses by Vendor and Check June**
- C. Correspondence and communications**
- D. Report of the Librarian**
  - 1. Written Report**
  - 2. Statistical Report**
- E. Department Heads' Reports**
- F. Staff Reports**

Fred noted that the count of patrons in the statistical report was incorrect. He inquired if we are doing anything about reduced use of the library and if Warren-Newport id doing anything special for their long closing.

Motion to approve the Consent Agenda.

Motion – Landy

Second – Mobley

Roll call, all voting AYE, approved

**VI. OTHER REPORTS**

- A. Report of the Friends of the Library Representative**

The Friends will hold their meeting this Thursday. They are holding a book drive on Saturday, 9/24 from 10 until 2 and need volunteers.

**B. Report of the Policy Committee**

The committee needs to meet to discuss library card policies and a potential IMRF-related policy.

**C. Report of the Finance Committee**

Committee members individually reviewed the Budget and Appropriations Ordinance.

**D. Report of the Building and Grounds Committee**

No report.

**E. Report of the Trustee Development Committee**

No report.

**F. Report of the Grayslake Library Foundation**

The JustBook It 5k made almost \$12,000. It will be split with the Grayslake Running Club 50/50 then the Running Club will donate half of their portion to the Youth Services department.

**VII. UNFINISHED BUSINESS**

**A. \*\*\*Approval of Budget and Appropriations Ordinance 2011-4**

Motion to approve Budget and Appropriations Ordinance 2011-4.

Motion – Rich

Second – Landy

Roll call, all voting AYE, approved

**VIII. NEW BUSINESS**

**A. \*\*\*Set Date and Time for Levy Ordinance 2011-5 Hearing**

Motion to hold the Levy Ordinance Hearing on November 8, 2011 at 6:45 p.m.

Motion – Powell

Second – Rich

Roll call, all voting AYE, approved

**B. \*\*\*Adoption of Resolution 2011-1 to Determine Estimate of Funds Needed for 2011-2012 Fiscal Year**

Motion to adopt Resolution 2011-1 to Determine Estimate of Funds Needed for 2011-2012 Fiscal Year.

Motion – Rich

Second –Landy

Voice vote, all voting AYE, approved

**C. \*\*\*Approval of the Per Capita Grant Application**

Motion to approve the Per Capita Grant Application.

Motion –Rich

Second – Barnett

Roll call, all voting AYE, approved

**D. \*\*\* Approval of Snow Removal Contract**

**1. Snow removal Contract**

**2. Snow Rate Sheet**

Motion to award the snow removal contract to Landscape Concepts.

Motion –Landy

Second – Powell

Roll call, all voting AYE, approved

**E. \*\*\*Approval of Destroying the Recording of the Executive Session of September 8, 2009**

Motion to approve destroying the recording of the Executive Session of September 8, 2009.

Motion – Barnett

Second –Rich

Voice vote, all voting AYE, approved

**F. \*\*\*Approval of Closing Friday, December 2 for Staff Institute Day**

Motion to approve closing Friday, December 2 for Staff Institute Day

Motion – Mobley

Second –Barnett

Voice vote, all voting AYE, approved

**G. \*\*\*Approval of Banning an Individual**

Motion to approve banning J. Natividad Angulo from the library premises until September 14, 2012.

Motion – Mobley

Second –Rich

Voice vote, all voting AYE, approved

**H. \*\*\*Library Director's Performance Evaluation**

Motion to enter Executive Session for the purpose of conducting the Library Director's annual performance evaluation.

Motion – Landy

Second – Powell

Roll call, all voting AYE, approved

The Board went into Executive Session at 7:38 p.m.

Motion to return to regular session.

Motion – Powell

Second – Rich

Roll call, all voting AYE, approved

The Board returned from Executive Session at 9:08.

**Roll Call**

Present were President Philip S. Howe, Vice President Scott Landy, Secretary Kathleen Starzec, Treasurer Kristine Mobley and Trustees Kent Rich, Fredrick Barnett and Timothy S. Powell. Also present was Library Director Roberta Thomas.

Motion to give a 3.5% raise to the Library Director for the 2011-2012 fiscal year.

Motion – Landy

Second – Barnett

Roll call, all voting AYE, approved.

**IX. ADJOURNMENT**

**\*\*\* Denotes items requiring a motion**

Motion – Landy

Second - Barnett

The meeting was adjourned at 9:14 p.m.

Approved: \_\_\_\_\_  
Philip S. Howe, President

Attest: \_\_\_\_\_  
Kathleen T. Starzec, Secretary