



Antioch Public Library District

## **ANTIOCH PUBLIC LIBRARY DISTRICT BOARD OF TRUSTEES MINUTES**

**I. The regular meeting of the board of Library Trustees of the Antioch Public Library District was called to order by President Ann Kakacek Tuesday, January 25, 2011 at 7:00 pm in the Board Meeting Room of the library. Thomas Hausman was appointed Secretary Pro Tem in Mary Kay McNeill's absence.**

**Present:**

- **Library Board Members: Ann Kakacek, Gene LeFave, Michael Mortensen, and Tom Hausman**
- **Absent: Kerry Aster, Betsy Houghton, and Mary Kay McNeill**
- **Library Staff Members: Kathy LaBuda and Carla Roinas**
- **Guests: Jeff Lang**

**II. Secretary's Report/Approval of Minutes of Last Meeting**

**Michael Mortensen moved and Gene LeFave seconded a motion to approve the minutes of the last meeting. Motion carried, all voting aye.**

**III. Presentation of Employee Service Awards**

- A. Carla Roinas was presented with her five-year service award**
- B. Suzanne Jones was unable to attend to receive her five-year award.**



#### **IV. Approval of Bills and Payroll**

**Michael Mortensen moved and Gene LeFave seconded a motion to approve the bills and payroll. Motion carried, all voting aye.**

#### **V. Approval of Levy Hearing Report**

**Tom Hausman moved and Michael Mortensen seconded a motion to approve the Levy Hearing Report. Motion carried, all voting aye.**

#### **VI. Treasurer's Report**

**None, as the treasurer was absent.**

#### **VII. President's Report**

**Ann Kakacek noted that some footstools were a hazard and needed to be placed in a more visible location. She also noted that the fees for our lawyers (Klein, Thorpe, and Jenkins) needed to be raised. All approved.**

#### **VIII. Notices and Assessments**

**A. Thelen Sand and Gravel appealed their assessment to reduce it by \$100,000. There was a factual error at the time of assessment. The county will fix the problem.**

**B. We received a special holiday card from a patron; all were appreciative.**

#### **IX. Librarian's Report**

##### **A. Personnel Issues**

**Joan Santoro may be allowed to extend her leave. Carol Weberg will be given family medical leave. Cinde DeBoer was granted medical leave. Alex O. was hired as a page subject to board approval. Michael Mortensen moved and Gene LeFave seconded a motion to hire Alex. All voted aye.**

##### **B. Open Meeting Act**

**The new State of Illinois Open Meeting Act allows the Minutes to be published within ten days rather than the prior seven days.**

**C. NetLibrary**

**Kathy LaBuda reported that our NetLibrary program has crashed several times. It is an on-going problem due to so many patrons trying to use it.**

**D. Tutor.com**

**Kathy LaBuda also reported that our Tutor.com program is problematic due to too few sessions per month. She will probably cancel our subscription and save us \$5000 per year.**

**E. Lost Materials**

**Kathy LaBuda told us that we have only lost 357 items in three years.**

**F. 90<sup>th</sup> Anniversary**

**Kathy LaBuda reminded us that our 90<sup>th</sup> Anniversary year is almost upon us and suggested that we get special bags and banners to help celebrate the milestone.**

**G. Library Card Photos**

**Kathy LaBuda brought up the idea of photos on library cards. No other library close to us does it. She left it up to the board to decide the issue at a later date.**

**X. Board Corner**

**A. Tom Hausman noted the November meeting was held at 7:00 pm rather than at 6:00pm as had been voted upon was in arrears of our voting policy. He said it made him unable to attend and hopes that in the future when we agree to a time or procedural change that we follow our own choices.**

**B. Both Gene LeFave and Tom Hausman congratulated the staff for the excellent Holiday Party.**

**C. Michael Mortensen gave us a reason why he missed the Holiday Party and was happy to hear that all went well.**

## **XI. Citizens' Comments**

**None**

## **XII. Friends' Report**

**The Friends state that they wish to continue the Saving Money Box for Save-A-Pet. There were no objections. Kathy LaBuda said that between a gift from the Friends and our own budget, we would be able to get a new Micro-fiche/film reader. The board thanked the Friends.**

## **XIII. Executive Session**

**A. At 7:27 pm, Michael Mortensen moved and Gene LeFave seconded a motion to go into executive session. Motion passed. The purpose was to discuss future land acquisition. Jeff Lang was invited to speak to us about ways and means to do this. At 7:40 pm, Michael Mortensen moved and Gene LeFave seconded a motion to go out of session. Motion carried**

**B. Michael Mortensen moved and Gene LeFave seconded the motion to authorize Kathy LaBuda to hire someone to conduct our special project. All voted aye.**

## **XIV. Adjournment**

**Michael Mortensen moved and Gene LeFave seconded a motion to adjourn at 7:45 pm. Motion passed.**

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**Thomas Hausman, Secretary Pro Tem**