

Crystal Lake Public Library Board of Trustees
Regular Meeting Minutes
January 15, 2025, 7:00 p.m.
Crystal Lake Public Library, Ames Room

I. Call to Order: The meeting of the Crystal Lake Public Library Board of Trustees was called to order by President Cary Waxler at 7:00 p.m.

II. Roll Call and declaration of quorum:

Present: James Becker, Bonita Drew, Charles Ebann, Mary Fisher, Stacey Lorenz, Rebecca Sisler, Charles Stump, Cary Waxler, William Weller.

Absent: None

Staff Present: Becky Fyolek, Executive Director; Karen Migaldi, Assistant Director; Veronica Morales, Recording Secretary; Kriste Amherdt, Business Manager; Stephanie Price, Marketing Manager; Nancy Weber, Head of Adult Services; Mari Swift, Head of Circulation Services; Penny Ramirez, Head of Technical Services.

III. Public Comment: None

IV. Board Development:

Executive Director Fyolek presented an overview of the First Amendment Audits in libraries.

V. Approval of minutes of previous meeting(s):

It was moved by Charles Stump and seconded by James Becker to approve the minutes of the regular meeting of December 18, 2024, as presented, with the correction of a typographical error under IV. Board Development corrected from “Winder” to “Winter.”

Voice Vote: Aye-9; Nay- 0; Absent-0; Abstain- 0; Motion Passed.

VI. Committee and Board Member Reports:

Trustee Lorenz provided a brief update on the Library Foundation meeting she attended the previous night, noting the addition of two new members. She reported that the Library Foundation approved \$12,000 to fund the launch of the new logo this spring.

VII. Financial Reports: It was moved by Rebecca Sisler and seconded by Charles Ebann to approve the FY 2024b Financial Report as of December 31, 2024.

Voice Vote: Aye-9; Nay- 0; Absent-0; Abstain- 0; Motion Passed.

VIII. **Approval of Disbursements: It was moved by Rebecca Sisler and seconded by Charles Ebann to approve the Regular Disbursements in the amount of \$419,795.76, as follows:**

FUND	
OPERATING	160,976.88
	219,154.02 (1)
IMRF/FICA	35,232.80 (2)
CONSTRUCTION & REPAIR	4,308.97
GIFT & MEMORIAL	34.00
SPECIAL RESERVE FUNDS	89.09
GRAND TOTAL	419,795.76

(1) Operating Total

(2) IMRF/FICA

ROLL CALL:

Aye: James Becker, Bonita Drew, Charles Ebann, Mary Fisher, Stacey Lorenz, Charles Stump, Rebecca Sisler, Cary Waxler, William Weller.

Absent: None

Nay: None

Abstain: None

Motion Passed

IX. Communications:

Executive Director Fyolek shared with the Library Board news and communications received since the December 18, 2024, Board meeting.

X. Board Action:

A. LIRA Renewal

It was moved by Bonita Drew and seconded by Charles Ebann to approve the LIRA Property/Casualty Invoice in the amount of \$42,530.37 for the period covering December 31, 2024 - December 31, 2025.

ROLL CALL:

Aye: James Becker, Bonita Drew, Charles Ebann, Mary Fisher, Stacey Lorenz, Rebecca Sisler, Charles Stump, Cary Waxler, William Weller.

Absent: None

Nay: None

Abstain: None

Motion Passed

B. Policy Update

1. Accidents

It was moved by James Becker and seconded by Charles Ebann to approve the revised Accidents Policy.

Voice Vote: Aye-9; Nay- 0; Absent-0; Abstain- 0; Motion Passed.

2. Social Media

It was moved by James Becker and seconded by Charles Ebann to approve the new Social Media Policy to replace the existing Social Software User Policy.

Voice Vote: Aye-9; Nay- 0; Absent-0; Abstain- 0; Motion Passed.

3. ADA Grievance

It was moved by James Becker and seconded by Charles Ebann to approve the new ADA Grievances Procedure.

**Voice Vote: Aye-9; Nay- 0; Absent-0; Abstain- 0; Motion Passed
Motion Passed.**

C. New Library Logo

It was moved by Charles Ebann and seconded by Rebecca Sisler to approve the new logo for the Crystal Lake Public Library.

Voice Vote: Aye-9; Nay- 0; Absent-0; Abstain- 0; Motion Passed.

XI. Board Discussion

Trustee Stump shared that he read at the YMCA preschool. He also highlighted the upcoming Spring workshops from the ILA Trustee Forum: Social Media on March 8, Sustainability of Libraries on April 12, and What Trustees Need to Know on May 10.

XII. Staff Reports: Written reports from Executive Director, Adult Services, Circulation Services, IT/Technical Services, Marketing, Youth Services, and statistical reports were included in the packet.

The Board commented on the Giving Tree program, praising the generosity of the community in giving back.

Trustee Waxler expressed excitement over the continued success of the Student Access Cards and inquired about the notary services provided at CLPL.

Trustee Weller inquired on the front-facing labels, and Head of Technical Services Penny Ramirez provided clarification.

Trustee Stump expressed satisfaction with the consistent increase in the number of passports issued.

XIII. Adjournment

It was moved by James Becker and seconded by William Weller to adjourn the meeting at 7:32 p.m.

Voice Vote: Aye-9; Nay- 0; Absent-0; Abstain- 0; Motion Passed.

Mary Fisher, Secretary