

Lyons Public Library Board of Trustees
Minutes of Meeting
July 11, 2017

1. President Lazich called the regular meeting of the Lyons Public Library Board of Trustees to order at 6:00 P.M. in the Lyons Public Library Meeting Room.
2. The board started the meeting with the Pledge of Allegiance.
3. **Roll Call:** Dever, Karbarz, Nagy, Shipbaugh, Zynda and Lazich. Also present: Director Dan Hilker, Administrator Audrey Klawiter, Attorney Jessica Fese, Del Galdo Law Group LLC. Absent: Iwankiw.
4. **Approval of Minutes:**
 - A. Motion to approve the Regular Meeting minutes of June 13, 2017 was made by James Dever; seconded by Michael Shipbaugh.
Roll call Vote: Dever, Karbarz, Nagy, Shipbaugh, Zynda and Lazich
Ayes: 6 Dever, Karbarz, Nagy, Shipbaugh, Zynda and Lazich
Nays: 0
Absent: 1 Iwankiw
Motion passed.
 - B. Motion to approve the Closed Meeting Minutes of June 13, 2017 was made by Michael Shipbaugh; seconded by Daniel Karbarz.
Roll call Vote: Dever, Karbarz, Nagy, Shipbaugh, Zynda and Lazich
Ayes: 6 Dever, Karbarz, Nagy, Shipbaugh, Zynda and Lazich
Nays: 0
Absent: 1 Iwankiw
Motion passed.
5. **Financial Reports:**
 - A. **Approval of June Treasurer's Report:** Motion to approve the June Treasurer's Report was made by Les Nagy; seconded by Michael Shipbaugh.
Roll call vote: Dever, Karbarz, Nagy, Shipbaugh, Zynda and Lazich
Ayes: 6 Dever, Karbarz, Nagy, Shipbaugh, Zynda and Lazich
Nays: 0
Absent: 1 Iwankiw
Motion passed.
 - B. **Approval of Warrant #07-11-2017A in the amount of \$26,314.14:** Motion to approve was made by James Dever; seconded Les Nagy.
Roll call vote: Dever, Karbarz, Nagy, Shipbaugh, Zynda and Lazich
Ayes: 6 Dever, Karbarz, Nagy, Shipbaugh, Zynda and Lazich
Nays: 0
Absent: 1 Iwankiw
Motion passed.
 - C. **Approval of Warrant #07-11-2017B in the amount of \$22,304.95:** Motion to approve was made by Michael Shipbaugh; seconded by Daniel Karbarz.
Roll call vote: Dever, Karbarz, Nagy, Shipbaugh, Zynda and Lazich
Ayes: 6 Dever, Karbarz, Nagy, Shipbaugh, Zynda and Lazich
Nays: 0
Absent: 1 Iwankiw
Motion passed.
6. **Director Report:** Dan gave a summary of the ALA Convention which was attended with a few staff members. Dan explained the Warrant was a little higher due to database subscriptions and the new server invoice. Dan also mentioned the remaining events for Summer.
7. **Trustees Report:** None.

8. **Action Items:**

- A. **Action regarding Resolution 07-11-2017-R1:** A resolution authorizing the removal of Trustee Victor Zynda and Trustee Marcos Iwankiw as authorized signatures for all library bank accounts. Motion to approve was made by James Dever; seconded by Daniel Karbarz.
Roll call vote: Dever, Karbarz, Nagy, Shipbaugh, Zynda and Lazich
Ayes: 6 Dever, Karbarz, Nagy, Shipbaugh, Zynda and Lazich
Nays: 0
Absent: 1 Iwankiw
Motion passed.
- B. **Action regarding Resolution 07-11-2017-R2:** A resolution authorizing Trustee Daniel Karbarz and Trustee James Dever as authorized signatures for all library bank accounts. Motion to approve was made by Daniel Karbarz; seconded by Michael Shipbaugh.
Roll call vote: Dever, Karbarz, Nagy, Shipbaugh, Zynda and Lazich
Ayes: 6 Dever, Karbarz, Nagy, Shipbaugh, Zynda and Lazich
Nays: 0
Absent: 1 Iwankiw
Motion passed.
- C. **Action regarding Resolution 07-11-2017-R3:** A resolution approving the Authority to Spend Policy as written. Motion to approve was made by Les Nagy; seconded by Michael Shipbaugh.
Roll call vote: Dever, Karbarz, Nagy, Shipbaugh, Zynda and Lazich
Ayes: 6 Dever, Karbarz, Nagy, Shipbaugh, Zynda and Lazich
Nays: 0
Absent: 1 Iwankiw
Motion passed.
- D. **Action regarding Resolution 07-11-2017-R4:** A resolution approving the Routine Banking Procedures Policy as written. Motion to approve was made by Michael Shipbaugh; seconded by Les Nagy.
Roll call vote: Dever, Karbarz, Nagy, Shipbaugh, Zynda and Lazich
Ayes: 6 Dever, Karbarz, Nagy, Shipbaugh, Zynda and Lazich
Nays: 0
Absent: 1 Iwankiw
Motion passed.
- E. **Action regarding Resolution 07-11-2017-R5:** A resolution approving the Indemnification and Insurance Policy as written. Motion to approve was made by James Dever; seconded by Michael Shipbaugh.
Roll call vote: Dever, Karbarz, Nagy, Shipbaugh, Zynda and Lazich
Ayes: 6 Dever, Karbarz, Nagy, Shipbaugh, Zynda and Lazich
Nays: 0
Absent: 1 Iwankiw
Motion passed.
- F. **Action regarding Resolution 07-11-2017-R6:** A resolution approving the Purchasing Policy as written. Motion to approve was made by James Dever; seconded by Michael Shipbaugh.
Roll call vote: Dever, Karbarz, Nagy, Shipbaugh, Zynda and Lazich
Ayes: 6 Dever, Karbarz, Nagy, Shipbaugh, Zynda and Lazich
Nays: 0
Absent: 1 Iwankiw
Motion passed.
- G. **Action regarding Resolution 07-11-2017-R7:** A resolution approving the Investments of Public Funds Policy. Motion to approve was made by Michael Shipbaugh; seconded by Daniel Karbarz.
Roll call vote: Dever, Karbarz, Nagy, Shipbaugh, Zynda and Lazich
Ayes: 6 Dever, Karbarz, Nagy, Shipbaugh, Zynda and Lazich
Nays: 0
Absent: 1 Iwankiw
Motion passed.

9. **Public Comments:** None.

10. **Presidents Report:** None.

11. **Executive Session:** None.

12. **Adjournment:** Motion to adjourn the meeting at 6:12 PM was made by Micheal Shipbaugh; seconded by James Dever.

Roll call vote: Dever, Karbarz, Nagy, Shipbaugh, Zynda and Lazich
Ayes: 6 Dever, Karbarz, Nagy, Shipbaugh, Zynda and Lazich
Nays: 0
Absent: 1 Iwankiw
Motion passed.

Audrey Klawiter

Administrator Audrey Klawiter
Respectfully submitted, on July 12, 2017