

MINUTES OF A REGULAR MEETING OF
THE BOARD OF TRUSTEES OF
THE FOUNTAINDALE PUBLIC LIBRARY DISTRICT
WILL AND DU PAGE COUNTIES, ILLINOIS
HELD NOVEMBER 18, 2010
BOLINGBROOK

A meeting of the Board of Trustees of the Fountaindale Public Library District, Will and DuPage Counties, Illinois was held at the Bolingbrook Library, 300 West Briarcliff Road, Bolingbrook, IL 60440, Thursday, November 18, 2010 at 7:00 p.m.

ROLL CALL

The roll was called by recorder, Jenny Shenefield, and a quorum was established.

PRESENT

Present at roll call were Bob Kalnicky, Ruth Newell, Steven Prodehl, Kathy Spindel, and Peggy Danhof.

ABSENT

Gayle Graske

FOUNTAINDALE STAFF PRESENT

The following staff were present: Vicky Trupiano, Jenny Shenefield, Shirley Williams and Paul Mills.

PUBLIC PRESENT

The following public were present: Caroline Hoag, Christie Vara, Joe Trupiano, Georgia Gilligan, Tom Gilligan, Graham Harwood, Ron Gall, Jenny Gilligan, Joe Martin, Michelle Manchir, and Rebecca Kalnicky.

AGENDA APPROVAL

Following the Pledge of Allegiance, Danhof requested to remove item (19) Return to Open Session—Action Item from the agenda. Danhof asked for a motion to approve the agenda with changes. A motion to approve the agenda with changes was made by Newell, seconded by Spindel.

AYES: Kalnicky, Newell, Prodehl, Spindel, Danhof
NAYES: None
ABSENT: Graske

APPOINTMENT OF NEW TRUSTEE—Action Item

A motion to appoint Thomas Gilligan as Trustee was made by Kalnicky, seconded by Newell.

AYES: Kalnicky, Newell, Prodehl, Spindel, Danhof
NAYES: None
ABSENT: Graske

The Administration of the Oath of Office was given by Board President Peggy Danhof to Thomas Gilligan.

MINUTES OF THE SPECIAL MEETING, October 9, 2010

The minutes of the special meeting held October 9, 2010 were presented. A motion to approve the minutes was made by Spindel, seconded by Kalnicky. Minutes were approved.

MINUTES OF THE REGULAR MEETING, October 21, 2010

The minutes of the regular meeting held October 21, 2010 were presented. A motion to approve the minutes was made by Spindel, seconded by Prodehl. Minutes were approved.

COMMENTS FROM THE PUBLIC

None

PRESENTATIONS

Financial Audit FY 2009/2010---Brian Zabel

Joe Martin from Brian Zabel & Associates presented the 2009-2010 Financial Report. The report was distributed to the board.

NEW BUSINESS

Approve Ordinance 2010-4, Tax Levy Ordinance

A motion to approve Ordinance 2010-4 Tax Levy Ordinance was made by Spindel, seconded by Newell.

AYES: Gilligan, Kalnicky, Newell, Prodehl, Spindel, Danhof
NAYES: None
ABSENT: Graske

Approve Ordinance 2010-5, Ordinance to levy an Additional Tax of .02% FY 10/11

A motion to approve Ordinance 2010-5 to levy an additional tax of .02% FY 10/11 was made by Prodehl, seconded by Newell.

AYES: Gilligan, Kalnicky, Newell, Prodehl, Spindel, Danhof
NAYES: None
ABSENT: Graske

Approval of the Financial Report for Fiscal Year 2009-2010

A motion to approve Financial Report for Fiscal Year 2009-2010 was made by Kalnicky, seconded by Newell.

AYES: Gilligan, Kalnicky, Newell, Prodehl, Spindel, Danhof
NAYES: None
ABSENT: Graske

Approval of Statement of Receipts and Disbursements FY 2009-2010

The Statement of Receipts and Disbursements for FY 2009/2010 is prepared by the auditors using the information contained in the financial report for the fiscal year.

A motion to approve Statement of Receipts and Disbursements FY 2009-2010 was made by Newell, seconded by Spindel.

AYES: Gilligan, Kalnicky, Newell, Prodehl, Spindel, Danhof
NAYES: None
ABSENT: Graske

Approval of Draft of Revised Special Reserve Fund Policy

A motion to approve the plan for the Special Reserve Fund with construction provisions removed was made by Newell, seconded by Spindel.

AYES: Gilligan, Kalnicky, Newell, Prodehl, Spindel, Danhof
NAYES: None
ABSENT: Graske

Approval of additional 3M Self-Checks

A motion to approve the purchase of the two additional Self-Check units and maintenance plans with a not to exceed figure of \$50,000 was made by Newell, seconded by Spindel.

AYES: Gilligan, Kalnicky, Newell, Prodehl, Spindel, Danhof
NAYES: None
ABSENT: Graske

Approval of non-resident fee for 2011

A motion that Fountaindale Public Library continue to participate in the non-resident reciprocal borrowing program and continue to issue non-resident library cards during the next twelve months was made by Kalnicky, seconded by Prodehl.

AYES: Gilligan, Kalnicky, Newell, Prodehl, Spindel, Danhof
NAYES: None
ABSENT: Graske

A motion that Fountaindale set the non-resident fee at \$379 was made by Spindel, seconded by Newell.

AYES: Gilligan, Kalnicky, Newell, Prodehl, Spindel, Danhof
NAYES: None
ABSENT: Graske

Approval of request Staff Post-Holiday Party

A motion to authorize the expenditure not to exceed \$3,500 for a post-holiday party for the library staff in January, 2011 was made by Kalnicky, seconded by Newell.

AYES: Gilligan, Kalnicky, Newell, Prodehl, Spindel, Danhof
NAYES: None
ABSENT: Graske

LIBRARY PROJECTS

Updates

Graham Harwood from Owners Services Group presented a Construction Progress Report for October. The report will be filed with the November 18, 2010 minutes.

Change Order---Action Item

Change Order #22 – Power Construction

A motion to approve Change Order #022 for Power Construction as previously reviewed by Graham Harwood in his progress report was made by Newell, seconded by Spindel.

AYES: Gilligan, Kalnicky, Newell, Prodehl, Spindel, Danhof
NAYES: None
ABSENT: Graske

Change Order #10 – Morley Specialty Fabrications

A motion to approve Change Order #10 for Morley Specialty Fabrications for the replacement of the two Apple monitors for the trees in Children’s Services with two iMac Computers was made by Newell, seconded by Kalnicky.

AYES: Gilligan, Kalnicky, Newell, Prodehl, Spindel, Danhof
NAYES: None
ABSENT: Graske

Change Order #3 – OEC/Steelcase Contract

A motion to approve Change Order #3 for OEC Business Interiors on the Steelcase Contract for design enhancements recommended by Nagle Hartray after review of the mock-ups was made by Kalnicky, seconded by Spindel.

AYES: Gilligan, Kalnicky, Newell, Prodehl, Spindel, Danhof
NAYES: None
ABSENT: Graske

Change Order #1 – Netrix

A motion to approve Change Order #1 for Netrix to upgrade the number of wireless phones in the phone system from 12 to 20, including licenses and programming was made by Newell, seconded by Kalnicky.

AYES: Gilligan, Kalnicky, Newell, Prodehl, Spindel, Danhof
NAYES: None
ABSENT: Graske

Change Order #2 – Netrix

A motion to approve Change Order #2 for Netrix to upgrade the number of wireless access points in the network from 30 to 35, including labor was made by Newell, seconded by Spindel.

AYES: Gilligan, Kalnicky, Newell, Prodehl, Spindel, Danhof
NAYES: None
ABSENT: Graske

CORRESPONDENCE

Included in the board packet for the trustees were two articles. One article was from Patch.com about the new library artwork and the other article was in the Triblocal on the open position on the board.

A Save-the-date for the ILA Trustee Forum Workshop on Saturday, February 26, 2011 was also received.

TREASURER'S REPORT

The Treasurer's Report for October, 2010 was presented by Kathy Spindel and will be filed for audit.

BILLS FOR APPROVAL

Bills Paid Report – November, 2010

Bills paid for the month of November, 2010 in the amount of \$89,614.25 were presented for approval. Motion to approve was made by Newell, seconded by Prodehl.

AYES: Gilligan, Kalnicky, Newell, Prodehl, Spindel, Danhof
NAYES: None
ABSENT: Graske

Bills Payable Report – November, 2010

Bills payable for the month of November, 2010 in the amount of \$1,483,706.23 was presented for approval. Motion to approve was made by Newell, seconded by Spindel.

AYES: Gilligan, Kalnicky, Newell, Prodehl, Spindel, Danhof
NAYES: None
ABSENT: Graske

DIRECTOR'S REPORT-November 2010

Vicky Trupiano reported that the departments have started to pack files with the boxes they received from the movers. Also, the library is finalizing the move of the collection. Steve Larson from Ehlers will be at the December board meeting to present the capital replacement plan to the board. The Thanksgiving Luncheon was today. Marianne Thompson has arranged for the Bookmobile to use a parking space at Valley View during construction. The library has contracted two individuals from an outside security firm to be stationed at the front door and dock starting January 21, 2011.

UNFINISHED BUSINESS

Final Approval of Mid-Winter Attendance – Action Item

A motion to approve ALA Mid-Winter attendance and reports for Danhof, Newell, and Spindel was made by Newell, seconded by Kalnicky.

AYES: Gilligan, Kalnicky, Newell, Prodehl, Spindel, Danhof
NAYES: None
ABSENT: Graske

TRUSTEE COMMITTEE REPORTS –Action Items

Danhof mentioned that a copy of the trustee committees was included in the board packet. She is in the process of putting together a board calendar.

REPORTS

Peggy Danhof distributed and read a Building Committee report to the board.
Vicky Trupiano distributed a report from Kathie Elliott of Tressler on the Open Meeting Act.
Paul Mills gave an update on PALS and PrairieCat.

ANNOUNCEMENTS

Ruth Newell announced that the “Step into Africa” Exhibit sponsored by the Bolingbrook Clergy is February 20 – 27, 2011.

EXECUTIVE SESSION

A motion was made by Newell, seconded by Spindel, to enter Executive Session at 8:08 p.m. for Personnel 5 ILCS 120/2 (c)(1) and Personnel 5 ILCS 120/2 (c)(3).

AYES: Gilligan, Kalnicky, Newell, Prodehl, Spindel, Danhof
NAYES: None
ABSENT: Graske

A motion was made by Prodehl, seconded by Kalnicky to return to Open Session at 8:47 pm.

RETURN FROM EXECUTIVE SESSION to OPEN SESSION at 8:47 p.m.

ADJOURNMENT

A consensus was taken and the Board adjourned at 8:47 p.m.

/s/ Gayle Graske
Secretary, Board of Library Trustees
FOUNTAINDALE PUBLIC LIBRARY DISTRICT
WILL AND DU PAGE COUNTIES, ILLINOIS

/s/ Margaret J. (Peggy) Danhof
President, Board of Library Trustees
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