

MINUTES OF A REGULAR MEETING OF  
THE BOARD OF TRUSTEES OF  
THE FOUNTAINDALE PUBLIC LIBRARY DISTRICT  
WILL AND DU PAGE COUNTIES, ILLINOIS  
HELD JANUARY 20, 2011  
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, January 20, 2011 at 7:00 p.m.

ROLL CALL

The roll was called by recorder, Karen Slehofer, and a quorum was established.

PRESENT

Present at roll call were Tom Gilligan, Gayle Graske, Ruth Newell, Steven Prodehl, Kathy Spindel, Robert Kalnicky and Peggy Danhof.

ABSENT

None

FOUNTAINDALE STAFF PRESENT

The following staff were present Tony Lucarelli, Theresa Hildebrand, Marianne Thompson, Tyrone Carter, Wendy Birkemeier, Jill Boreham, Karen Slehofer and Sandy Ringstrom.

PUBLIC PRESENT

The following public were present: Karen Anderson, Ron Gall, Graham Harwood, Ken Hansson, Jo Hansson and Michelle Manchin.

AGENDA APPROVAL

Following the Pledge of Allegiance, Danhof asked for a motion to approve the agenda. A motion was made by Kalnicky, seconded by Spindel.

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

MINUTES OF THE REGULAR MEETING, December 16, 2010

The minutes of the regular meeting held December 16, 2010 were presented. A motion to approve the minutes was made by Prodehl, seconded by Newell. Minutes were approved as read.

COMMENTS FROM THE PUBLIC

Ken Hansson – Questions to Trustees/Library concerns

NEW BUSINESS

Resolution 2011-1 Resolution Approving Hold Harmless in Connection with Application to the Village of Bolingbrook for a Temporary Occupancy Permit

Motion to approve Resolution 2011-1 Hold Harmless for Temporary Occupancy Permit

Approve the Resolution 2011-1

A motion to approve the Resolution 2011-1 was made by Newell, seconded by Spindel.

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

Resolution 2011-2 Resolution Accepting Bid from Complete Cleaning Services for Clean Services for the New Library

Motion to approve Resolution 2011-2 and award the bid for the cleaning services of the new library to the low bidder, Complete Cleaning Services for an annual contract amount of \$57,983.07 effective February 7, 2011.

Approve the Resolution 2011-2

A motion to approve the Resolution 2011-2 was made by Kalnicky, seconded by Newell.

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

Ordinance 2011-1

An ordinance abating a portion of the tax heretofore levied for the year 2010 to pay the principal of and interest on \$20,750,000 General Obligation Library Building Bonds, Series 2009, of the Fountaindale Public Library District, Will and DuPage Counties, Illinois

Motion to approve the Ordinance 2011-1 was made by Spindel, seconded by Gilligan.

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

Approval of Request to Travel for ALA Annual Conference in New Orleans, LA, June 23-28

Motion to approve the Travel for ALA Annual Conference in New Orleans, LA was made by Prodehl, seconded by Graske.

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

Steve Larson, Ehler's & Associates - Capital Asset Replacement Plan

Steve Larson from Ehler's and Associates was called out of town and not able to attend the meeting. He will be at the next meeting.

Approval of Repairs to the Bookmobile

Motion to approve the Repairs on the Bookmobile was made by Spindel, seconded by Kalnicky.

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

Approval of John Keister and Associates to assist in the Library Director Search

John Keister was not able to attend the meeting. He will be at the next meeting.

Approval of Sandy Ringstrom as Interim Director

Motion to approve Sandy Ringstrom as Interim Director was made by Newell, seconded by Graske.

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

Approval of Marti Barton as Grand Opening Coordinator

Motion to approve Marti Barton as Grand Opening Coordinator was made by Graske, seconded by Kalnicky.

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

Approval of Funds from Auction to Bolingbrook Youth Organization

Motion to approve the Funds from Auction to Friends of the Library was made by Graske, seconded by Gilligan.

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

Approval of IT Additional Equipment

Motion to approve IT Additional Equipment was made by Kalnicky, seconded by Newell.

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

Approval of Grand Opening Awards

Motion to approve the Grand Opening Awards was made by Newell, seconded by Spindel.

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

Approval of Staffing Limitations Procedures

Motion to approve the Staffing Limitations Procedures was made by Kalnicky, seconded by Newell

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

## LIBRARY PROJECTS

### Project Report for January – Graham Harwood, Owners Services Group

Punch list – making corrections  
Flush out  
Village inspections  
Working on furniture and shelves

### Change Order #24 – Power Construction With PCI's attached

A motion to approve Change Order # 24 – Power Construction as previously reviewed by Graham Harwood in his Progress Report was made by Prodehl, seconded by Gilligan.

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

### Change Order #11 – Morley Speciality Fabrications

A motion to approve Change Order # 11 – Morley for modifications needed in the children's storytime room was made by Kalnicky, seconded by Graske.

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

### Change Order #12 – Morley Speciality Fabrications

A motion to approve Change Order #12 – Morley for modifications in the audio-visual and power outlets in a "tree" in children's area was made by Graske, seconded by Kalnicky.

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

### Change Order #3 – Poblocki Sign Company – Signage Contract

A motion to approve Poblocki Sign Company for two changes in scope of work related to the sign material used in stack mounted and ceiling hung signs and for installation of the dedication and memorial plaques provided by Fountaindale was made by Gilligan, seconded by Spindel.

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

Change Order #3 Business Office Systems – Haworth Contract

A motion to approve Change Order #3 Business Office Systems – Haworth Contract for two changes in the scope of work related to the addition of a task chair for special accommodations for a Fountaindale staff member and for a replacement of table mounted light fixtures was made by Graske, seconded by Spindel.

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

Change Order #4 Netrix – IT and Network Contract

A motion to approve Change Order #4 Netrix - to provide three switches for all additional equipment added to the original design. The motion for additional switches to provide sufficient ports for all equipment was made by Graske, seconded by Spindel.

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

CORRESPONDENCE

Thank you note from Service Master

TREASURER'S REPORT

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

BILLS FOR APPROVAL

Bills Paid Report – January 2011

Bills paid for the month of January, 2011 in the amount of \$93,067.81 were presented for approval. Motion to approve was made by Prodehl, seconded by Graske.

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

Bills Payable Report – January 2011

Bills payable for the month of January, 2011 were presented for approval in the amount of \$3,200,072.58. Motion to approve was made by Newell, seconded by Gilligan.

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

DIRECTOR'S REPORT – January 2011

UNFINISHED BUSINESS

None

TRUSTEE COMMITTEE REPORTS

Finance Committee

Shirley Williams reviewed the budget with the committee and will be available next month  
Will meet quarterly  
Will take suggestions

Meeting Room Usage Committee

Report at next meeting

Strategic Plan Committee

Have not met yet

Personnel Committee

ALA Mid Winter Reports due to Karen Slehofer by 01/24/2011

REPORTS

Building Report

On schedule and budget

Time Capsule

Gathering things to put in time capsule

Art Committee

On target

ANNOUNCEMENTS

Location of February 17<sup>th</sup> Meeting – Bolingbrook Village Hall Board Room

EXECUTIVE SESSION

A motion was made by Kalnicky, seconded by Newell, to enter Executive Session at 8:55 p.m. for Personnel 5 ILCS 120/2 (c)(1).

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

A motion was made by Newell, seconded by Graske to return to Open Session at 9:27 pm.

RETURN FROM EXECUTIVE SESSION to OPEN SESSION at 9:27 p.m.

ACTION ITEM

Motion to adhere to the compensation review done in June and applied in July. Annual anniversary date evaluations will be honored within this time period with the percentage set in July of 2010 to July 2011 through the annualized salary scale/compensation review schedule.

A motion was made by Newell, seconded by Graske to approve to adhere to the compensation review done in June and applied in July.

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

ADJOURNMENT

A consensus was taken and the Board adjourned at 9:40 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  
FOUNTAINDALE PUBLIC LIBRARY DISTRICT  
WILL AND DU PAGE COUNTIES, ILLINOIS