

MINUTES OF A REGULAR MEETING OF
THE BOARD OF TRUSTEES OF
THE FOUNTAINDALE PUBLIC LIBRARY DISTRICT
WILL AND DU PAGE COUNTIES, ILLINOIS
HELD SEPTEMBER 15, 2011

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, September 15, 2011 at 7:00 p.m.

CALL TO ORDER

The meeting was called to order at 7:01 p.m.

ROLL CALL

The roll was called by recorder, Juanita Lennon, and a quorum was established.

PRESENT

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

ABSENT

Thomas Gilligan

FOUNTAINDALE STAFF PRESENT

The following staff was present: Paul Mills, Shirley Williams and John Matysek.

PUBLIC PRESENT

The following public was present: Jan Rieser, Brian Feldt and Graham Harwood.

AGENDA APPROVAL

Following the Pledge of Allegiance, the agenda was presented for approval. A motion to approve the agenda was made by Graske, seconded by Kalnicky.

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

MINUTES OF THE REGULAR MEETING, August 18, 2011

The minutes of the regular meeting held August 18, 2011 were presented. A motion to approve the minutes was made by Kalnicky, seconded by Newell. Minutes were approved as read.

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

EMPLOYEE RECOGNITION

Danhof recognized Thomas McCurrie for his 5 years of service and presented him with a pin and a certificate.

COMMENTS FROM THE PUBLIC

Jan Reiser, Vice-President of the Friends of the Fountaindale Public Library spoke about the upcoming Friend's Used Book Sale on October 8-9, 2011.

NEW BUSINESS

Approve Ordinance 2011-03, Budget & Appropriation Ordinance FY 2011-2012

A motion to approve Ordinance 2011-03, Budget & Appropriation Ordinance 2011-2011 was made by Graske, seconded by Spindel.

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

Approve Chief Fiscal Officer's Statement of Revenues

A motion to approve the Chief Fiscal Officer's Statement of Revenues by Source was made by Newell, seconded by Prodehl.

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

Approve the Illinois Per Capita Grant Application

A motion to approve the 2012 Illinois Per Capita Grant Application was made by Kalnicky, seconded by Newell.

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

Approve Revised Sections 403 and 408 of the Finance Policy

A motion to approve the revised sections 403 and 408 of the Finance Policy with corrections was made by Kalnicky seconded by Newell.

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

Approve Trustee Meeting Attendance Requests for ILA (October 18–20, 2011)

A motion to approve the Trustee Meeting Attendance Requests for ILA (October 18–20, 2011) was made by Newell, seconded by Spindel.

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

Approve Bundled Registration for Trustees for ALA 2012

A motion to approve the Bundled Registration for Trustees for ALA 2012 was made by Kalnicky, seconded by Spindel.

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

Approve Bundled Registration for Executive Director for ALA 2012

A motion to approve the Bundled Registration for the Executive Director was made by Graske, seconded by Spindel.

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

Approve Appointments of President Danhof and Vice-President Kalnicky to Policy Review Committee

A motion to approve the appointments of President Danhof and Vice-President Kalnicky to the Policy Review Committee was made by Spindel, seconded by Newell.

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

LIBRARY PROJECTS

Graham Harwood from Owner Services Group presented a Construction Progress Report for August. The report will be filed with the September 15, 2011 minutes.

Approval of Change Order #32 – Power Construction with PCI's Attached

A motion to approve Change Order #32 for Power Construction as previously review by Graham Harwood in his Progress Report was made by Prodehl, seconded by Newell.

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

CORRESPONDENCE

Paul Mills received a thank you note on behalf of the staff that visited from the Woodridge Public Library. Mr. Mills also received another thank you note from the Bloomingdale Public Library, thanking him for a recent library tour.

TREASURER'S REPORT

The Treasurer's Report for August, 2011 was presented by Kathy Spindel and will be filed for audit.

BILLS FOR APPROVAL

Bills Paid Report – August, 2011

Bills paid for the month of August, 2011 in the amount of \$2,494.64 were presented for approval. Motion to approve was made by Graske, seconded by Spindel.

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

Bills Payable Report – September 2011

Bills payable for the month of September, 2011 in the amount of \$599,751.52 were presented for approval. Motion to approve was made by Spindel, seconded by Kalnicky.

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

Bills Paid Report – September 2011

Bills paid for the month of September, 2011 in the amount of \$70,965.34 were presented for approval. Motion to approve was made by Spindel, seconded by Kalnicky.

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

DIRECTOR'S REPORT

Director Mills reported that he will be participating in an ILA program and a Laconi Program. Kalnicky questioned how the Bookmobile's new hours were being promoted. Mills said he would send that information. Graske questioned the turnaround time on returned books. Mills answered that we are down to a one day turnaround due to increased hours for Circulation staff, new Circulation Aides and a Shelving Party. Newell questioned how the Bookmobile was doing at the Farmer's Market on Thursday nights. Mills said that he would get that information. Newell questioned about whether theft has been decreasing. Mills responded that new measures are being implemented and that vending machines are being investigated for parts of the collection.

UNFINISHED BUSINESS

Approve Meeting Room Policy

A motion to approve the Meeting Room Policy was made by Newell, seconded by Graske.

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

REPORTS

Finance Committee - none

Meeting Room Usage Committee – The Meeting Room Use Policy was approved. Reservations will be taken beginning early October. The meeting room will be available for public use in November.

Strategic Plan Committee – The committee met several times and is determining the best steps to move forward.

Personnel Committee – none

Art Walk Committee – The artist for the Bolingbrook piece will be present at the Artwalk on October 27, 2011. There will be an artwork calendar giveaway for all attendees.

Building Committee – The committee stated that the canopy is completed. There are new parking lot signs posted for in and out. The landscaping is currently in process. Solutions for use of the basement as well as the Information Desk are still being decided. A parking survey on Delaware Drive was completed. The results were that all vehicles belonged to staff.

ANNOUNCEMENTS

Danhof thanked the board members and Director Mills for participating in the Pathways Parade on September 11, 2011. The next board meeting will take place October 27, 2011 due to the ILA Trustee Day. Newell questioned if there was an update on the Bookmobile accident which occurred after the Pathway Parade on September 11, 2011. Mills reported that repairs will be made and the insurance company has been contacted.

EXECUTIVE SESSION

A motion was made by Spindel, seconded by Graske to enter Executive Session at 8:20 p.m. for Litigation 5 ILCS 120/2 (11).

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

A motion was made by Newell, seconded by Kalnicky, to return to Open Session at 8:28 pm.

ADJOURNMENT

A consensus was taken and the Board adjourned at 8:36 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