

MINUTES OF A REGULAR MEETING OF
THE BOARD OF TRUSTEES OF
THE FOUNTAINDALE PUBLIC LIBRARY DISTRICT
WILL AND DU PAGE COUNTIES, ILLINOIS
HELD FEBRUARY 16, 2012
BOLINGBROOK, IL

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, February 16, 2012 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, Kathryn Spindel, Ruth Newell, Steven Prodehl and Robert Kalnicky.

ABSENT

Peggy Danhof and Thomas Gilligan

FOUNTAINDALE STAFF PRESENT

The following staff was present: Paul Mills, Catherine Yanikoski, Cindy Consalvo and Marianne Thompson.

PUBLIC PRESENT

The following public was present: Graham Harwood, Jan Rieser and Maya Valadez.

AGENDA APPROVAL

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

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

MINUTES OF THE REGULAR MEETING, January 26, 2012

The minutes of the regular meeting held January 26, 2012 were presented. A motion to approve the minutes was made by Prodehl, seconded by Newell. Minutes were approved as read.

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

MINUTES OF THE EXECUTIVE SESSION, January 26, 2012

The minutes of the executive session held January 26, 2012 were presented. A motion to approve the minutes was made by Newell, seconded by Spindel. Minutes were approved as read.

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

EMPLOYEE RECOGNITION

Vice-President Kalnicky recognized Cindy Consalvo for her five years of service and presented her with a pin and a certificate.

COMMENTS FROM THE PUBLIC

Jan Rieser, Vice-President of the Friends gave a report of the Friends Book Sale that was held the previous weekend. The record breaking total for the Friends Book Sale was \$2,408. Discount coupons were widely used and attracted other neighboring communities to come. Rieser also mentioned the upcoming Friends Annual Meeting and Appreciation Dinner on March 6th to be held at the library.

NEW BUSINESS

Approval of Renewal of District Insurance

A motion to approve the renewal of the District insurance with the Hartford Insurance Company was made by Newell, seconded by Spindel.

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

Approval of IGA with Valley View School District for Baseball Field Netting

A motion to approve the IGA with Valley View School District for Baseball Field Netting was made by Spindel, seconded by Prodehl.

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

Approval of MLM Estimate for Ballfield Netting

A motion to approve the MLM Estimate for ballfield netting with the funds to be drawn from the Building Project was made by Spindel, seconded by Graske.

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

LIBRARY PROJECTS

Graham Harwood from Owner Services Group presented a Construction Progress Report for January. The report will be filed with the February 16, 2012 minutes.

Bradford Proposal for Relocation and Inventory of Attic Stock

A motion to approve the Bradford Proposal for relocation and inventory of attic stock with a not to exceed amount of \$6,000 was made by Newell, seconded by Spindel.

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

Bradford Proposal for Storage

A motion to approve the Bradford Proposal for storage was made by Newell, seconded by Graske.

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

CORRESPONDENCE

The first article, "Staff Hobbies on Display at Fountaindale Public Library" is from the Bolingbrook Patch (posted online on January 29, 2012) and discusses the upcoming National Hobby Day which will showcase library staff hobbies. The second article, also from the

Bolingbrook Patch describes the library's Genealogy Club programs that include genealogy experts like Jennifer Holik-Urban. The library will host a Genealogy Day on April 21.

The Bolingbrook Rotary Club is sponsoring a Mac & Cheese Bakeoff on March 11th at Tailgaters. The proceeds will benefit the Rotary Club's scholarship fund for local high school students.

Also included were several helpful tip sheets/tools for trustees that were given out at the ALA Midwinter Conference from ALTAFF. And lastly, an email from Robert Doyle, Executive Director of ILA that commended Peggy Danhof on her work as President of the Library Trustee Forum. The Library Trustee Forum held a workshop on February 4th and reported a record attendance of 178 people.

TREASURER'S REPORT

The Treasurer's Report for January, 2012 was presented by Kathryn Spindel and will be filed for audit.

BILLS FOR APPROVAL

Bills Paid Report – February, 2012

Bills paid for the month of February, 2012 in the amount of \$82,119.40 was presented for approval. Motion to approve was made by Graske, seconded by Newell.

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

Bills Payable Report – February, 2012

Bills payable for the month of February, 2012 in the amount of \$211,681.35 was presented for approval. Motion to approve was made by Prodehl, seconded by Spindel.

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

DIRECTOR'S REPORT – January, 2012

Director Mills had a Pinnacle Library Cooperative update. Pinnacle has finalized a contract with Polaris Integrated Library Systems as the ILS for the new consortium. The scheduled go live date is Thursday, June 14, 2012. Mills also commented that he was elected Chair of the Pinnacle Library Cooperative.

Trustee Prodehl asked about coordinating the emergency closing of the building in January. Mills reported that Deputy Director Yanikoski coordinated the closing procedures so that all staff was aware of what needed to be done. In 2010, an Emergency Procedures Manual was created on how to handle different tasks and situations. Kathy Schmidt continues to work on this manual with the PIC group. Trustee Newell commented the importance of the emergency closings with tornado season approaching. Mills added that the new customizable announcement system will provide assistance in informing patrons and staff of emergencies. Trustee Spindel asked that trustees receive a copy of the emergency closing procedures and Mills reported that he will present them when completed.

Trustee Prodehl also asked for more information about Blain Duesing and the Valley View STEP program. Deputy Director Yanikoski described the Secondary Transitional Employment Program (STEP), which is run and funded by the Valley View School District. The program provides students who have behavioral and emotional disorders opportunities to learn skills outside of school which can be used for future employment. Yanikoski met with Blain Duesing to discuss the library becoming a host site for STEP in the fall. Yanikoski had thoughts and plans about utilizing the students in the lobby area to demonstrate to patrons the new online catalog using iPads. More information about STEP will be made available to the trustees.

Trustee Newell questioned Deputy Director Yanikoski about how the mobile app is coming along. Yanikoski showed trustees samples of the how the button would look like. Menus are being designed with Yanikoski and Sabrina Smallwood of the Graphics department.

Trustee Prodehl inquired about the ongoing problems with the Drive-Up PC. Deputy Director Yanikoski added that Theresa Hildebrand is following up with other libraries that also have Lyngsoe AMH systems to see if our library is experiencing a typical amount of downtime.

UNFINISHED BUSINESS

None.

REPORTS

Finance Committee – Paul Mills, Kathy Spindel and Shirley Williams met on February 9th. The fiscal year budget 2011/2012 was passed out. Spindel reported that the library is in very good shape.

Strategic Plan Committee – None.

Personnel Committee – None.

ANNOUNCEMENTS

The library will host the Coretta Scott King Award Festival February 17 – 20, 2012. Several of the trustees will be celebrity readers at the event. The Staff Appreciation Mardi Gras Party is also on Saturday, February 18th at 7:00 p.m.

Trustee Prodehl mentioned that the Lions Club will be having a St. Patrick's Day party on March 17th at the Levy Center. If anyone was interested in attending, please see him for tickets.

On Wednesday, March 7th the library will be celebrating the one year anniversary of the new facility. Mills invited all the board members to attend the event.

The Bolingbrook Chamber will host the BOBB Awards on March 9th.

The Valley View's Got Talent Dinner and Auction will take place on March 16th.

ADJOURNMENT

A consensus was taken and the Board adjourned at 7:50 p.m.

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

/s/ Peggy J. Danhof
President, Board of Library Trustees
FOUNTAINDALE PUBLIC LIBRARY DISTRICT
WILL AND DU PAGE COUNTIES, ILLINOIS

/s/ Robert Kalnicky
Vice-President, Board of Library Trustees
FOUNTAINDALE PUBLIC LIBRARY DISTRICT
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