

MINUTES OF A REGULAR MEETING OF
THE BOARD OF TRUSTEES OF
THE FOUNTAINDALE PUBLIC LIBRARY DISTRICT
WILL AND DU PAGE COUNTIES, ILLINOIS
HELD AUGUST 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, August, 16, 2012 at 7:00 p.m.

CALL TO ORDER

The meeting was called to order at 7:00 p.m. Trustee Kalnicky entered at 7:02 p.m. Trustee Gilligan entered at 7:15 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 Peggy Danhof.

ABSENT

Robert Kalnicky and Thomas Gilligan

FOUNTAINDALE STAFF PRESENT

The following staff was present: Paul Mills.

PUBLIC PRESENT

The following public was present: Jan Rieser.

Trustee Kalnicky entered at 7:02 p.m.

AGENDA APPROVAL

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

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

MINUTES OF THE REGULAR MEETING, July, 19, 2012

The minutes of the regular meeting held July 19, 2012 were presented. A motion to approve the minutes was made by Graske, seconded by Prodehl. Minutes were approved as read.

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

COMMENTS FROM THE PUBLIC

Jan Rieser brought a sample copy of the new Friends Cookbook for the Board. The book was sold at the Ice Cream Social last week. It will be sold at the library and at other upcoming community events.

NEW BUSINESS

Approval of Resolution 2012-1 to Determine Estimate of Funds Needed for Fiscal Year 2012/2013

A motion to approve Resolution 2012-1 which determines that the amount needed to be levied in taxes for Fiscal Year 2012/2013 is \$7,488,532 was made by Kalnicky seconded by Spindel.

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

Notice of Public Hearing for Budget and Appropriation Ordinance – September 20, 2012

A motion to approve the Notice of Public Hearing for Budget and Appropriation Ordinance was made by Newell, seconded by Spindel.

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

Approval of IPLAR (Illinois Public Library Annual Report)

A motion to approve the 2012 Illinois Public Library Annual Report was made by Kalnicky seconded by Prodehl.

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

Trustee Gilligan entered at 7:15 p.m.

Approval of Revised Social Media Use Policy

A motion to approve the revised Social Media Use Policy was made by Spindel, seconded by Graske.

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

Approval of Request to Travel for Trustees to ILA Annual Conference in Peoria, IL – October 9-11, 2012

A motion to approve the request to travel for Gayle Graske to attend the Illinois Library Association's Annual Conference in Peoria, IL for October 9-11, 2012 was made by Newell, seconded by Kalnicky.

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

Approval of Resolution 2012-2 – Resolution Approving Agreement with Development Solutions, Inc. Regarding Construction of Media Center

A motion to approve Resolution 2012-2 Resolution Approving Agreement with Development Solutions, Inc. regarding construction of the Media Center was made by Graske, seconded by Spindel.

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

LIBRARY PROJECTS

Paul Mills reviewed the Construction Progress Report for July 2012 prepared by Graham Harwood.

Approval of Morley Children’s Services Banner Quote

A motion to approve the Morley Children’s Services banner quote in the amount of \$2,202 was made by Gilligan, seconded by Prodehl.

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

CORRESPONDENCE

My Suburban Life (Bolingbrook Reporter) featured a variety of articles about the library. The first was a June editorial about how the Pinnacle Library Cooperative is ensuring that local library needs are met. The next article highlights Fountaindale’s plans for building a new Media Center. The following article notes the Ice Cream Social that took place on Monday, August 6 to celebrate the end of the summer reading program. And lastly, the library hosted a Surviving Middle & High School workshop on August 15.

Amp Rite Electric Company sent the Board and Paul Mills a Notice of Claim on Funds and Claim on Payment Bond. The check for Amp Rite is ready but pending the receipt of final waivers.

The Edward Hospital Foundation sent an invitation to the Board for The Big Gig Annual Gala on Saturday, October 13, 2012.

TREASURER'S REPORT

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

BILLS FOR APPROVAL

Bills Paid Report – July, 2012

Bills paid for the month of July in the amount of \$500.00 was presented for approval. Motion to approve was made by Gilligan, seconded by Spindel.

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

Bills Paid Report – August, 2012

Bills paid for the month of August in the amount of \$86,968.48 was presented for approval. Motion to approve was made by Graske, seconded by Kalnicky.

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

Bills Payable Report – August, 2012

Bills payable for the month of August in the amount of \$267,647.52 was presented for approval. Motion to approve was made by Spindel, seconded by Kalnicky.

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

DIRECTOR'S REPORT – July, 2012

Director Mills reported that a name for the Media Center has been chosen, and it is *Studio 300*. The word studio was chosen because it best exemplifies the activities that will take place in the new Media Center. 300 refers to the library's address, 300 West Briarcliff Road and the complete name was a suggestion by one of the library's staff members, Christine Jason.

The filing period for the upcoming April 2013 library elections is December 17 – 24, including Christmas Eve. Normally the library is closed on Christmas Eve, but because of the election filing time the Administration offices will be open during normal hours from 9:00 a.m. to 5:00 p.m. After consulting with our attorney, it was decided that Director Mills and Deputy Election Officer Juanita Lennon will be onsite that day from 9 am to 5 pm to accept any petitions. There are various efforts being made to extend the filing deadline to December 26th, but it is unclear if they will be successful. Kathy Spindel and Peggy Danhof are both up for reelection in 2013.

Mills updated the Board on the HVAC system. After discussing the issues with representatives at Trane, some defective mechanical parts will be replaced at no cost to the library.

Mills also provided another update on a recent water situation at the library. American Water reported a water main break near the library which caused the water to turn yellow. American Water did assure that the water was safe to drink, however Mills chose to have the water fountains turned off for two days and advised staff not to drink water. At this time the water has returned to normal.

The library website has been updated to include a recent change to the Open Meetings Act. A document providing the total compensation package for all employees who earn over \$75,000 in total compensation is now posted online under Financial Reports.

Lastly, a new revised Board Statistical Report has been created by Deputy Director Yanikoski

and other staff. A memo with explanation is included. Mills asked for any feedback in regards to the new form.

UNFINISHED BUSINESS

None

REPORTS

Building Committee – Oral report was given and written report included.

Finance Committee – Will set date for next meeting for the next quarter. The auditors will be performing their annual audit next week.

Strategic Plan Committee – None.

Personnel Committee – None.

Executive Director Evaluation Ad Hoc Committee – Discussion will take place in Executive Session.

Secretary Audit Ad Hoc Committee – Trustee Newell and Prodehl gave their recommendations. Written report included.

ANNOUNCEMENTS

President Danhof congratulated Patty Naponiello on celebrating her 30th anniversary here at Fountaindale Library. Unfortunately, she could not attend the board meeting to receive her employee recognition.

JoyFest will take place on Saturday, September 8 at the Bolingbrook Town Center. The Bookmobile will be in attendance.

The Pathways Parade will be on Sunday, September 9. The library is finalizing plans for the upcoming event. Director Mills will be emailing the final details to the Board.

The Bolingbrook Chamber of Commerce rescheduled their Chamber Membership Picnic for next Thursday, August 23 due to weather concerns.

Bolingbrook Jubilee is taking place this weekend. The Bolingbrook Rotary Club will be there selling leases for the Raise the Stink Raffle.

EXECUTIVE SESSION

A motion was made by Newell, seconded by Kalnicky, to enter Executive Session at 8:06 p.m. for Personnel 5 ILCS 120/2 (c)(1).

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

Director Mills left Executive Session at 8:28 p.m.

A motion was made by Gilligan, seconded by Prodehl to return to Open Session at 8:35 p.m.

OPEN SESSION

A motion to approve the 3% pay raise from \$110,000 to \$113,300 for Director Paul Mills was made by Kalnicky, seconded by Newell.

ADJOURNMENT

A consensus was taken and the Board adjourned at 8:37 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
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