

MINUTES OF A REGULAR MEETING OF
THE BOARD OF TRUSTEES OF
THE FOUNTAINDALE PUBLIC LIBRARY DISTRICT
WILL AND DU PAGE COUNTIES, ILLINOIS
HELD SEPTEMBER 20, 2012
BOLINGBROOK, ILLINOIS

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 20, 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, Thomas Gilligan and Margaret (Peggy) Danhof.

ABSENT

Robert Kalnicky

FOUNTAINDALE STAFF PRESENT

The following staff was present: Paul Mills, Catherine Yanikoski and Wendy Birkemeier.

PUBLIC PRESENT

The following public was present: Mary Tuleja.

AGENDA APPROVAL

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

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

MINUTES OF THE REGULAR MEETING, August 16, 2012

The minutes of the regular meeting held August 16, 2012 were presented. A motion to approve the minutes was made by Prodehl, seconded by Spindel. Minutes were approved as read.

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

MINUTES OF THE EXECUTIVE SESSION, August 16, 2012

The minutes of the Executive Session held August 16, 2012 were presented. A motion to approve the minutes was made by Graske, seconded by Gilligan. Minutes were approved as read.

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

EMPLOYEE RECOGNITION

President Danhof recognized Wendy Birkemeier for her 15 years of service and presented her with a pin, certificate and gift card.

COMMENTS FROM THE PUBLIC

Mary Tuleja from the Friends announced the upcoming Friends Book Sale on October 6 & 7. Tuleja also commented that the Friends will be hosting a Friends Roundtable featuring other local Friends of the Library groups on November 5. Lastly, the Friends Cookbooks are being sold at the library in Circulation and on the 3rd floor.

NEW BUSINESS

Discussion of Parliamentary Procedures

President Danhof supplied the Board with an informational sheet regarding Parliamentary Procedures for review and discussion. No action is required.

Approval of Approval of Ordinance 2012-3 – Budget & Appropriation Ordinance Fiscal Year 2012/2013

A motion to approve Ordinance 2012-3 Budget & Appropriation Ordinance Fiscal Year 2012/2013 was made by Gilligan, seconded by Spindel.

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

Approval of Chief Fiscal Officer's Certificate of Revenues by Source

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

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

Approval of the 2013 Illinois Per Capita Grant Application

A motion to approve the 2013 Illinois Per Capita Grant Application was made by Graske, seconded by Newell.

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

Approval of Revised Circulation Policy

A motion to approve the revised Circulation Policy was made by Prodehl, seconded by Gilligan.

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

Approval of Bundled Registration for Trustees for 2013 American Library Association Conferences

A motion to approve the Bundled Registration for Margaret (Peggy) Danhof, Kathryn Spindel and Ruth Newell to attend the 2013 American Library Association Conferences was made by Newell, seconded by Spindel.

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

Approval of Bundled Registration for Executive Director for 2013 American Library Association Conferences

A motion to approve the Bundled Registration for the Executive Director for 2013 American Library Association Conferences was made by Newell, seconded by Graske.

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

Approval of Trustee Service for United for Libraries: Association of Library Trustees, Advocates, Friends and Foundations Assignments

A motion to approve all Trustee Service Assignments for United for Libraries: Association of Library Trustees, Advocates, Friends and Foundations per the forms submitted was made by Gilligan, seconded by Spindel.

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

Approval of Trustee Service as 2013 Illinois Library Association Trustee Forum President

A motion to approve President Margaret (Peggy) Danhof's appointment to serve as Illinois Library Association Trustee Forum President 2013 was made by Spindel, seconded by Graske.

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

Approval of Public Library Association's Turning the Page 2.0 Train-the-Trainer

A motion to approve Trustee Ruth Newell's selection to attend the Public Library Association's Train-the-Trainer event was made by Newell, seconded by Gilligan.

AYES: Graske, Spindel, Newell, Gilligan, Danhof
NAYES: Prodehl
ABSENT: Kalnicky

Approval of Resolution 2012-3 – Resolution Designating Open Meetings Act Officers

A motion to approve Resolution 2012-3 – Resolution Designating Open Meeting Act Officers, Paul Mills and Juanita Lennon was made by Spindel, seconded by Graske.

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

Approval of Resolution 2012-4 – Resolution Designating Freedom of Information Act Officers

A motion to approve Resolution 2012-4 – Resolution Designating Freedom of Information Act Officers, Marianne Thompson and Shirley Williams was made by Prodehl, seconded by Spindel.

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

Approval of Resolution 2012-5 – Resolution Approving Agreement with AVI Systems Regarding Audio Visual System for the Media Center

A motion to approve Resolution 2012-5 – Resolution Approving Agreement with AVI Systems Regarding Audio Visual Systems for the Media Center was made by Gilligan, seconded by Prodehl.

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

Approval of 2012-6 – Resolution Approving Change Order for Purchase of Additional Furniture from Business Office Systems

A motion to approve Resolution 2012-6 – Resolution Approving Change Order for Purchase of Additional Furniture from Business Office Systems was made by Prodehl, seconded by Newell.

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

LIBRARY PROJECTS

Graham Harwood from Owner Services Group presented a Construction Progress Report for August.

CORRESPONDENCE

Phyllis Librizzi sent a thank you card to the Board for the sympathy flowers that were sent for her husband, Michael Librizzi.

Graybar Electric Co., Inc. sent a notice informing the Board that Amp-Rite Electric Inc. has been paid in full on the Fountaindale Public Library project. Included was a final waiver of lien.

The Board received an invitation to the 14th Annual Take Back the Night of Northern Will County on Thursday, October 11, 2012 in Bolingbrook at 5:00 p.m.

The Board also received an invitation to Cirque II, a Benefit for Adventist Bolingbrook Hospital on October 20, 2012 at Bass Pro Shops in Bolingbrook.

Autumn Leaves of Bolingbrook sent an invite to the Board for the groundbreaking of their new Alzheimer's & Memory Care facility on October 2, 2012 at 1:00 p.m.

My Suburban Life featured three articles about the library. Two of the articles highlighted a couple of upcoming library programs including English as a second language (ESL) class and a Mexican Cuisine class. The other article noted broken parts of the library flag pole. The flags are

currently now flying.

The first annual Fountaindale Library Halloween Costume Swap which will be held on September 29, 2012 was noted in the Bolingbrook Patch.

TREASURER'S REPORT

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

BILLS FOR APPROVAL

Bills Paid Report – September, 2012

Bills paid for the month of September in the amount of \$80,641.18 was presented for approval. Motion to approve was made by Newell, seconded by Graske.

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

Bills Payable Report – September, 2012

Bills payable for the month of September in the amount of \$182,957.05 was presented for approval. Motion to approve was made by Spindel, seconded by Gilligan.

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

DIRECTOR'S REPORT – August, 2012

Director Mills reported that he along with Trustee Graske and Juanita Lennon attended the Will County Election Training earlier this week. Notices for the library trustee petition packets for the April 9, 2013 Election are posted in the library, online and in the Bolingbrook Bugle. The first date to pick up petition packets is September 25, 2012.

Mills included a price list comparison by the Douglas County Libraries. The list compares what consumers pay for books versus what libraries pay for books, as well as the pricing for eBooks, although many titles are not available to libraries.

Trustee Newell asked for more information in regards to the library's Halloween Costume Exchange on September 29. Mills added that this was the first time the library hosted this type of event. Several local libraries including Plainfield Library will be hosting their own costume exchanges. Community members will be able to drop off their gently used costumes the previous week and receive a voucher for another costume.

UNFINISHED BUSINESS

None

REPORTS

Building Committee – The Resolutions for the audio visual systems contract and additional furniture were approved earlier in the meeting.

Finance Committee – The committee will be scheduling a meeting soon.

Strategic Plan Committee – Included in the packet is the draft Request for Proposal (RFP) for a long range planning consultant for the board's review and commentary. The goal is to present the final RFP for Board approval at the October 2012 board meeting.

Personnel Committee – None.

ANNOUNCEMENTS

Take Back the Night of Northern Will County will be on Thursday, October 11, 2012 at the DuPage Township Levy Center.

Friends Book Sale will take place the weekend of October 6 and October 7.

DuPage Township will be having a fundraiser at Tailgaters on Sunday, September 23.

There was a friendly reminder that the Open Meetings Act training must be taken by December 31, 2012.

ADJOURNMENT

A consensus was taken and the Board adjourned at 8:41 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
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