

MINUTES OF A REGULAR MEETING OF
THE BOARD OF TRUSTEES OF
THE FOUNTAINDALE PUBLIC LIBRARY DISTRICT
WILL AND DU PAGE COUNTIES, ILLINOIS
HELD THURSDAY, NOVEMBER 15, 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, November 15, 2012 at 7:00 p.m.

CALL TO ORDER

The meeting was called to order at 7:00 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, Kathryn Spindel, Ruth Newell, Steven Prodehl, Thomas Gilligan and Margaret (Peggy) Danhof.

ABSENT

None

FOUNTAINDALE STAFF PRESENT

The following staff was present: Paul Mills, Elvira Osornio and Shirley Williams.

PUBLIC PRESENT

The following public was present: Graham Harwood, Joe Martin and Jan Rieser.

AGENDA APPROVAL

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

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

MINUTES OF THE REGULAR MEETING, October 18, 2012

The minutes of the regular meeting held October 18, 2012 were presented. A motion to approve the minutes was made by Kalnicky, seconded by Spindel. Minutes were approved as read.

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

EMPLOYEE RECOGNITION

President Danhof recognized Elvira Osornio for her 5 of years of service and presented her with a pin and a certificate.

COMMENTS FROM THE PUBLIC

Jan Rieser from the Friends presented the Board with a check for \$1,550.00. The check will provide the prizes for the Battle of the Library Cards and the Great Page Race programs. Rieser also reported that the Friends held a successful Friends Roundtable at Fountaindale earlier this month. Many Friends from other libraries joined including Plainfield, Lemont and White Oak.

NEW BUSINESS

Approval of Ordinance 2012-5 – Tax Levy Ordinance

A motion to approve Ordinance 2012-5, Tax Levy Ordinance was made by Newell, seconded by Gilligan.

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

Approval of Ordinance 2012-6 – Ordinance to Levy an Additional Tax of .02% Fiscal Year 2013/2014

A motion to approve Ordinance 2012-6, Ordinance to Levy an Additional Tax of .02% was made by Prodehl, seconded by Spindel.

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

Approval of the Financial Report for Fiscal Year 2011/2012

Joe Martin from Brian Zabel & Associates presented the Financial Report for Fiscal Year 2011/2012. The report was distributed to the Board.

A motion to approve the Financial Report for Fiscal Year 2011/2012 was made by Kalnicky, seconded by Spindel.

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

Approval of Non-Resident Fee for 2013

A motion to approve Fountaindale Public Library District's continued participation in the non-resident reciprocal borrowing program and continue to issue non-resident library cards during the next twelve month period was made by Graske, seconded by Newell.

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

A motion to approve the non-resident fee of \$366 for 2013 was made by Newell, seconded by Spindel.

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

Approval of Request for Staff Appreciation Party

A motion to approve and authorize the expenditure not to exceed \$3,500 for a Staff Appreciation Party for the library staff in January 2013 was made by Newell, seconded by Spindel.

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

Approval for Illinois Library Association Trustee Forum Workshop Attendance, February 2 or March 23, 2013

A motion to approve trustee attendance at the Illinois Library Association Trustee Forum Workshop on February 2 or March 23, 2013 was made by Gilligan, seconded by Newell.

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

LIBRARY PROJECTS

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

Approval of Change Order #1 for Media Center

A motion to approve Change Order #1 for the Media Center was made by Newell, seconded by Kalnicky.

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

Approval of Change Order #2 for IT Work for Media Center

A motion to approve Change Order #2 for IT Work for the Media Center was made by Kalnicky, seconded by Spindel.

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

Approval of Request to Procure Apple Equipment

A motion to approve the request to procure Apple equipment with a not to exceed amount of \$140,000 was made by Newell, seconded by Graske.

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

CORRESPONDENCE

Director Mills received a thank you note for his resume evaluation assistance at the ILA Career Clinic.

The Bolingbrook Reporter noted the library closing for a Staff In-Service training day on October 31, 2012.

The Bolingbrook Patch reported about Family Reading Night event at the Jane Addams Middle School. The event featured an E-Reader Petting Zoo care of the Fountaindale Library.

The Bolingbrook Reporter and the Bolingbrook Patch both highlighted articles on Fountaindale's first college fair on October 27, 2012 which featured 11 different universities and colleges in Illinois.

Fountaindale Public Library was submitted for the American Institute of Architects Chicago 2012 Excellence Awards – Divine Detail Award Submission for the new building’s glass and canopy.

The Bolingbrook Reporter and the Bolingbrook Patch featured articles about the winner of Fountaindale Library 2012 Great Page Race, Jane Addams Middle School.

Lastly, the Bolingbrook Patch published an article discussing the library’s first Toy Swap on November 17. Patrons who brought in gently used toys the previous week can return to receive other gently used toys.

TREASURER'S REPORT

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

BILLS FOR APPROVAL

Bills Paid Report – October, 2012

Bills paid for the month of October in the amount of \$16,030.00 was presented for approval. Motion to approve was made by Kalnicky, seconded by Prodehl.

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

Bills Paid Report – November, 2012

Bills paid for the month of November in the amount of \$85,453.10 was presented for approval. Motion to approve was made by Newell, seconded by Prodehl.

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

Bills Payable Report – November, 2012

Bills payable for the month of November in the amount of \$423,590.21 was presented for approval. Motion to approve was made by Graske, seconded by Newell.

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

DIRECTOR'S REPORT – October, 2012

Director Mills happily reported that Fountaindale will be featured on the cover of *Library Journal* magazine. Fountaindale was also named a 2012 America's Star Library by *Library Journal*.

After the ILA Conference, Mills was approached via email regarding exploration of eBook state cooperation. Tomorrow he will be attending a meeting to discuss this further. The southern Illinois library system has expressed an interest in participating as well. Director Mills invited the northern Illinois library system to also participate so that the entire state of Illinois and its citizens can benefit from libraries actually owning their own eBooks.

Trustee Prodehl inquired about the recent departmental reorganization. Mills responded that our Building & Technical Services Coordinator, Kathy Schmidt currently oversees the Building, Security and Technical Services departments which has become too overwhelming. The new Building Operations Manager will supervise the combined Building and Security departments, now called Building Operations. The new manager will report to Kathy Schmidt.

UNFINISHED BUSINESS

None

REPORTS

Building Committee – Graham Harwood provided a building report.

Finance Committee – Paul Mills, Shirley Williams, Trustee Spindel and Trustee Prodehl met on November 5. The committee will meet with Brian Zabel in January to discuss ways they can provide additional oversight and control of the library's finances.

Strategic Plan Committee – The RFP for Long Range Planning Consultant was approved last month. Four companies have expressed an interest. The deadline to submit proposals is December 3. Paul Mills, Trustee Kalnicky and Trustee Graske will review the proposals and will provide a recommendation to the full Board in January.

Personnel Committee – None.

ANNOUNCEMENTS

Trustee Newell attended the PLA's Turning the Page 2.0 Train-the-Trainer. The training focused on library advocacy. Since PLA will no longer be offering this training, it was handed over to the 30 attendees. Newell suggested conducting an advocacy workshop at the library.

Trustee Newell invited the Board to a Thanksgiving Service at the New Song Church on Wednesday, November 21 at 7:00 p.m.

Trustee Graske discussed the Lions Club International's new president's desire to focus on literacy this year. Graske hoped that the Lions Club and the library can work together on promoting literacy. Mills will follow up with the Lions Club.

EXECUTIVE SESSION

A motion was made by Kalnicky, seconded by Newell, to enter Executive Session at 8:19 p.m. for Litigation 5 ILCS 120/2 (11).

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

A motion was made by Kalnicky, seconded by Newell to return to Open Session at 8:27 p.m.

OPEN SESSION

ADJOURNMENT

A consensus was taken and the Board adjourned at 8:30 p.m.

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

/s/ Robert A. Kalnicky
Vice-President, Board of Library Trustees
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