

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

Trustee Spindel entered at 7:05 p.m.

Present at roll call were Gayle Graske, Robert Kalnicky, Kathryn Spindel, Steven Prodehl, Thomas Gilligan.

ABSENT

Vice-President Kalnicky noted that President Danhof was not present due to the recent passing of her husband. The Board expressed that their thoughts and prayers were with her and her family.

Margaret (Peggy) Danhof and Ruth Newell

FOUNTAINDALE STAFF PRESENT

The following staff was present: Paul Mills, Jose Robles, Kathy Schmidt and Christopher Halverson.

PUBLIC PRESENT

The following public was present: Mary Tuleja.

AGENDA APPROVAL

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

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

MINUTES OF THE REGULAR MEETING, November 15, 2012

The minutes of the regular meeting held November 15, 2012 were presented. A motion to approve the minutes was made by Gilligan, seconded by Prodehl. Minutes were approved as read.

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

MINUTES OF THE EXECUTIVE SESSION, November 15, 2012

The minutes of the Executive Session held November 15, 2012 were presented. A motion to approve the minutes was made by Graske, seconded by Prodehl. Minutes were approved as read.

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

EMPLOYEE RECOGNITION

Vice-President Kalnicky recognized Jose Robles for his five years of service and presented him with a pin and a certificate.

Trustee Spindel entered at 7:05 p.m.

COMMENTS FROM THE PUBLIC

No comments were made.

NEW BUSINESS

Approval of Statement of Receipts and Disbursements Fiscal Year 2011/2012

A motion to approve the Statement of Receipts and Disbursements Fiscal Year 2011/2012 was made by Gilligan, seconded by Prodehl.

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

Approval of Certified List of Trustees for Filing with Will and DuPage Counties

A motion to approve the Certified List of Trustees for filing with Will and DuPage Counties was made by Spindel, seconded by Gilligan.

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

Approval of Recommendation to Keep Executive Session Minutes Closed

A motion to approve the recommendation to keep Executive Session Minutes Closed was made by Graske, seconded by Spindel.

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

Approval of Revision to Transfers and Promotions Section of Personnel Policy

A motion to approve the revision to Transfer and Promotions section of the Personnel Policy was made by Spindel, seconded by Prodehl.

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

LIBRARY PROJECTS

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

Approval of DSI Change Order #3

A motion to approve DSI Change Order #3 was made by Spindel, seconded by Graske.

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

Approval of AVI Change Order #1

A motion to approve AVI Change Order #1 for audio visual equipment in the Media Center was made by Prodehl, seconded by Gilligan.

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

Approval of OEC Change Order #1

A motion to approve OEC Change Order #1 for Mediascape Tables in the Group Collaboration Rooms in the Media Center was made by Graske, seconded by Spindel.

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

Approval of OEC Studio and Admin Areas Furnishings Order

A motion to approve OEC Studio and Admin Area Furnishings Order was made by Spindel, seconded by Gilligan.

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

Approval of Simplex Grinnell Internal Cameras Addition Order

A motion to approve Simplex Grinnell Internal Cameras Addition Order was made by Spindel, seconded by Gilligan.

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

Approval of AVI Change Order #2

A motion to approve AVI Proposal to upgrade audio visual equipment in Meeting Room A was made by Gilligan, seconded by Spindel.

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

CORRESPONDENCE

Fountaindale Public Library graced the front cover of *Library Journal Magazine's* Architectural issue. Fountaindale Library was also nationally recognized by *Library Journal's* Index of Library Service as one of the top libraries in the country.

My Suburban Life posted an article highlighting the date change in regards to accepting nominating packets for the April 9, 2013 election. The last day to accept petitions will be Wednesday, December 26.

My Suburban Life posted an article about the library's first mitten tree. The library will be distributing the donated items to DuCAP, Kiwanis and POWER Connection.

The Bolingbrook Patch reported on the champion of the annual Battle of the Library Cards -- B.J. Ward Elementary School.

The Bolingbrook Chamber of Commerce sent invitations to the Board to the State of the Village Luncheon on Thursday, January 17, 2013.

The DuPage County Election Commission sent a letter to the library confirming the new deadline for filing petitions for the 2013 Consolidated Elections.

Director Mills received a thank you letter from Joliet Junior College's Technical Assistant Certificate Program. JJC thanked Fountaindale Library for hosting Kimberly Stevens as an intern in the Fall.

The library also received a thank you letter from the Chicagoland Toys For Tots. The letter thanked the library for being a host site for the Toy Collection in 2011.

President Danhof received a signed photograph from State Librarian, Jesse White. The photograph of the two was taken at the Illinois Library Association's Annual Conference Awards Ceremony last October.

The Board received a save-the-date for the 13<sup>th</sup> Annual Community Wide Black History Month Celebration at the Bolingbrook High School on Saturday, February 9, 2013.

Lastly, the library received several Christmas Holiday cards from our vendors.

## TREASURER'S REPORT

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

## BILLS FOR APPROVAL

### Bills Paid Report – December, 2012

Bills paid for the month of December in the amount of \$103,984.12 was presented for approval. Motion to approve was made by Prodehl, seconded by Gilligan.

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

### Bills Payable Report – December, 2012

Bills payable for the month of December in the amount of \$752,147.80 was presented for approval. Motion to approve was made by Graske, seconded by Prodehl.

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

## DIRECTOR'S REPORT – November, 2012

Director Mills happily reported that he was elected to serve as the Bolingbrook Rotary Club President in 2014.

Mills also asked the Board to mark their calendars for the tentative Grand Opening of Studio 300 on Saturday, March 23. More information on the opening will follow. The open to the public soft launch will be on March 1. The Apple computers for Studio 300 have been ordered.

Mills also announced that February 3 will be the 10 year anniversary celebration of the Fountaindale Bookmobile.

Trustee Prodehl said he enjoyed the Studio 300 Sneak Peek video. More media coverage about Studio 300 will follow after the holidays.

Trustee Prodehl inquired about the eBook situation and what the statewide goal would be? Mills responded that libraries would like to own the eBooks that are purchased and be able to create the rules about circulating such items so that patrons can have access in an equitable manner.

## UNFINISHED BUSINESS

### Final Approval of 2013 American Library Association Midwinter Attendance – Action Item

A motion to approve the 2013 American Library Association Midwinter Attendance for Danhof, Spindel and Newell for five days was made by Gilligan, seconded by Prodehl.

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

## REPORTS

Building Committee – Graham Harwood provided a building report update.

Finance Committee – None.

Strategic Plan Committee – The committee will meet and review the Long Range Planning Consultant proposals and will provide a recommendation to the entire Board at the January or February meeting.

Personnel Committee – None.

## ANNOUNCEMENTS

The annual State of the Village Luncheon will be on Thursday, January 17 at 12:00 p.m.

Trustee Prodehl questioned if the recent shooting in Connecticut will affect our emergency procedures at the library. Director Mills responded that staff watched an active shooter training video. Once a Building Operations Manager is hired, the library will continue to work on new safety procedures.

The Community Service Council will be holding their annual fundraiser benefit on February 10.

Vice-President Kalnicky reported that the American Cancer Society Relay for Life will hold a Valentine's Day Dance at the Bolingbrook Golf Club on February 16<sup>th</sup>.

ADJOURNMENT

A consensus was taken and the Board adjourned at 8:00 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  
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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