

MINUTES OF A REGULAR MEETING OF  
THE BOARD OF TRUSTEES OF  
THE FOUNTAINDALE PUBLIC LIBRARY DISTRICT  
WILL AND DU PAGE COUNTIES, ILLINOIS  
HELD APRIL 21, 2011

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 on Thursday, April 21, 2011 at 7:00 p.m.

ROLL CALL

The roll was called by recorder, Karen Slehofer, and a quorum was established.

PRESENT

Present at roll call were Gayle Graske, Ruth Newell, Steve Prodehl, Kathy Spindel, Tom Gilligan, Robert Kalnicky, and Peggy Danhof.

ABSENT

None

FOUNTAINDALE STAFF PRESENT

The following staff was present: Sandy Ringstrom, Karen Slehofer, and Tony Lucarelli.

PUBLIC PRESENT

Public present were: Karen Anderson, Graham Harwood, Margaret Thomas, Ken Hansson, Tim Rice, and Janet Walker.

AGENDA APPROVAL

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

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

MINUTES OF THE REGULAR MEETING, March 17, 2011

The minutes of the regular meeting held March 17, 2011 were presented. A motion to approve the minutes was made by Newell, seconded by Kalnicky. Minutes were approved.

MINUTES OF THE EXECUTIVE SESSION, March 17, 2011

The minutes of the executive session held March 17, 2011 were presented. A motion to approve the minutes was made by Kalnicky, seconded by Newell. Minutes were approved.

MINUTES OF THE EXECUTIVE SESSION, April 11, 2011

The minutes of the executive session held April 11, 2011 were presented. A motion to approve the minutes was made by Newell, seconded by Spindel. Minutes were approved.

MINUTES OF THE EXECUTIVE SESSION, April 15, 2011

The minutes of the executive session held April 15, 2011 were presented. A motion to approve the minutes was made by Kalnicky, seconded by Newell. Minutes were approved.

COMMENTS FROM THE PUBLIC

Janet Walker suggested a change in the 3 hour limit on computer usage.

NEW BUSINESS

Approve the ALA/ALTAFF Appointments

A motion to approve the ALA/ALTAFF committee ALTAFF Website Advisory Committee, ALTAFF Nomination Committee, ALA/Round Table Coretta Scott King Awards and Breakfast Committee appointments for 2011-2012 for Ruth Newell was made by Graske, seconded by Gilligan.

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

A motion to approve the ALA/ALTAFF committees - COPE liaison for ALA and ALTAFF, ALTAFF Legislation, Advocacy and Intellectual Freedom Committee appointments for 2011-2012 for Kathy Spindel was made by Kalnicky, seconded by Newell.

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

A motion to approve the ALA/ALTAFF committee ALTAFF Leaders Orientation Committee, ALTAFF Awards Committee, ALA Committee on Library Advocacy, ALA Committee on Certification appointments for 2011-2012 for Peggy Danhof was made by Graske, seconded by Prodehl.

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

Approve the Revision of the Circulation Policy

A motion to approve the Revision of the Circulation Policy was made by Gilligan, seconded by Spindel.

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

Approve the Photography and Filming Policy

A motion to approve the Photography and Filming Policy was made by Prodehl, seconded by Kalnicky.

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

Approve the Per Capita Grant

A motion to approve the Per Capita Grant to hire a media buyer was made by Newell, seconded by Spindel.

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

Approve the Reorganization of Staff Responsibilities

No motion was needed - this was for the interim director to the director.

Approve the Identity Protection Policy

A motion to approve the Identity Protection Policy was made by Newell, seconded by Spindel.

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

Approve the Additional Approval for ALA Attendance

A motion to approve the Additional Approval for ALA Attendance for a 5 night maximum stay was made by Kalnicky, seconded by Prodehl.

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

Approve for the Sky Jack Scissors Lift Purchase

A motion to approve the Sky Jack Scissors Lift Purchase from National Truck Lift was made by Newell, seconded by Graske.

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

LIBRARY PROJECTS

Project Report for April – Graham Harwood, Owners Services Group

Graham Harwood from Owners Services Group presented a Construction Progress Report for April.

Change Order Power Construction - Action Item

A motion to approve Change Order #27 for Power Construction as previously reviewed by Graham Harwood in his Progress Report was made by Spindel, seconded by Graske.

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

A motion to approve Change Order #2 for Business Office Systems (BOS) – Coalesse contract for addition of two stools and two carts for the technical services and adult services departments as requested by library staff was made by Spindel, seconded by Newell.

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

A motion to approve Change Order #5 for Spacesaver – Library Stacks contract to provide end caps and end brackets on the children’s services shelving as recommended by NH and requested by library staff was made by Spindel, seconded by Kalnicky.

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

A motion to approve Change Order #6 for OEC – Steelcase contract to provide additional grommets in the children’s services area and additional stools as requested by library staff was made by Graske, seconded by Spindel.

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

A motion to approve Change Order #5 for Pobliski Sign Company – Signage contract to furnish and install magnetic name plates for staff lockers as requested by staff and recommended by NH was made by Spindel, seconded by Kalnicky.

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

A motion to approve Change Order #4 for Business Office Systems (BOS) – Hayworth contract to furnish a work/meeting table in the technical services area as requested by library staff and recommended by NH was made by Kalnicky, seconded by Spindel.

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

A motion to approve Change Order #5 for Netrix – IT contract for two additional OPAC computers, bringing the total number of OPAC stations to eighteen (18) plus one spare as recommended by library staff was made by Graske, seconded by Prodehl.

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

A motion to approve Change Order #6a and 6b for Netrix IT contract for a change in the installation of the computers at the public service desks as recommended by NH and approved by library staff was made by Kalnicky, seconded by Spindel.

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

## CORRESPONDENCE

Invites from the School District District 202 event on 4/28 and the dedication of James B Bowen Woods on 4/30 were received. Thank you notes from Joy Walker and some of the candidates for the director position were also received.

## TREASURER'S REPORT

The Treasurer's Report for March, 2011 was presented by Kathy Spindel and will be filed for audit.

## BILLS FOR APPROVAL

### Bills Paid Report – April, 2011

Bills paid for the month of April, 2011 in the amount of \$82,040.06 were presented for approval. Motion to approve was made by Kalnicky, seconded by Newell.

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

### Bills Paid Report– March 2011

Bills paid for the month of March 2011 were presented for approval in the amount of \$11,572.43. Motion to approve was made by Newell, seconded by Spindel.

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

### Bills Payable Report – April 2011

Bills payable for the month of April, 2011 were presented for approval in the amount of \$1,341,815.22. Motion to approve was made by Newell, seconded by Graske.

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

## DIRECTOR'S REPORT

Filed for audit

UNFINISHED BUSINESS

None

REPORTS

Kathy Spindel distributed and read a Finance Committee report to the board.

ANNOUNCEMENTS

60<sup>th</sup> Annual Observance of the National Day of Prayer at the Bolingbrook Golf Club on 5/5 at 6am.

EXECUTIVE SESSION

- a. 5 ILCS 120/2 (C) (1) Personnel “The appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee of the public body or against legal counsel for the public body to determine its validity.”
- b. 5 ILCS 120/2 (11) Litigation, when an action against, affecting or on behalf of the particular public body has been filed and is pending before a court or administrative tribunal, or when the public body finds that an action is probable or imminent, in which case the basis for the finding shall be recorded and entered into the minutes of the closed meeting.

A motion was made by Kalnicky, seconded by Spindel, to enter Executive Session at 8:22 p.m.

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

A motion was made by Gilligan, seconded by Graske to return to Open Session at 8:35 pm.

RETURN FROM EXECUTIVE SESSION to OPEN SESSION at 8:35 p.m.---Action Item

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

ADJOURNMENT

A consensus was taken and the Board adjourned at 8:58 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  
WILL AND DU PAGE COUNTIES, ILLINOIS