

MINUTES OF A REGULAR MEETING OF
THE BOARD OF TRUSTEES OF
THE FOUNTAINDALE PUBLIC LIBRARY DISTRICT
WILL AND DU PAGE COUNTIES, ILLINOIS
HELD JUNE 28, 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, June 28, 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, Steven Prodehl and Peggy Danhof.

ABSENT

Ruth Newell and Thomas Gilligan

FOUNTAINDALE STAFF PRESENT

The following staff was present: Paul Mills, Catherine Yanikoski and Jill Boreham.

PUBLIC PRESENT

The following public was present: Graham Harwood and Mary Tuleja.

AGENDA APPROVAL

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

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

MINUTES OF THE REGULAR MEETING, May 17, 2012

The minutes of the regular meeting May 17, 2012 were presented. A motion to approve the minutes was made by Prodehl, seconded by Spindel. Minutes were approved as read.

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

COMMENTS FROM THE PUBLIC

Mary Tuleja from the Friends of the Library reported that the Friends Cookbook has been submitted to the publishers. A draft copy for final approval will be sent soon.

Tuleja provided the Board with a \$1,700 check for Summer Reading Programs prizes and events. The Friends will also be providing ice cream for the upcoming Ice Cream Social and help sponsor the entertainment by Dave Rudolf for the end of Summer Reading Program.

NEW BUSINESS

Approval of Prevailing Wage Ordinance 2012-2

An Ordinance of the Fountaindale Public Library District, Will and DuPage Counties Illinois, ascertaining the prevailing rate of wages for laborers, workers and mechanics employed on public works of said district was presented for approval. Motion to approve the Prevailing Wage Ordinance 2012-2 was made by Prodehl, seconded by Spindel.

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

Approval of Updated Salary Structure

A motion to approve the Salary Structure for 2012/2013 as presented with implementation to begin July 1, 2012, including adjustment to employees' wages as indicated was made by Spindel, seconded by Kalnicky.

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

A motion to update the standard merit increase to 2.0% was made by Graske, seconded by Prodehl.

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

Approval of Certification of Trustees

A motion to approve the certified list of board member names and addresses to Will and DuPage Counties was made by Kalnicky, seconded by Spindel.

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

Approval of Secretary Audit Committee

A motion to name Ruth Newell and Steven Prodehl to the Secretary Audit Committee 2012 was made by Graske, seconded by Spindel.

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

Approval of Executive Director Evaluation Committee

A motion to name Peggy Danhof and Thomas Gilligan to the Executive Director Evaluation Committee for 2012 was made by Kalnicky, seconded by Prodehl.

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

Approval of Business Center Policy

A motion to approve the Business Center Policy was made by Kalnicky, seconded by Graske.

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

Approval of Computer Use Policy

A motion to approve the revised Computer Use Policy was made by Kalnicky, seconded by Spindel.

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

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 Peggy Danhof to attend the Illinois Library Association’s Annual Conference in Peoria, IL for October 9-11, 2012 was made by Prodehl, seconded by Spindel.

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

LIBRARY PROJECTS

Graham Harwood from Owner Services Group presented a Construction Progress Report for May. Harwood noted that upon the advice of the library’s attorney the Media Center project will be rebid.

Approval of Nagle Hartray Proposal for Additional Lighting Work

A motion to approve the Nagle Hartray proposal for additional lighting work with a not to exceed cost of \$5,100 was made by Kalnicky, seconded by Graske.

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

CORRESPONDENCE

The first article from the TribLocal Bolingbrook showcases the library’s features such as new programming, technology and material resources in addition to the new building.

The second article from the Bolingbrook Patch discusses the rising percentage of patron usage compared to the previous year. Another article highlighted the “If You Give a Cat a Cupcake” stage performance sponsored by the Friends of the Library, held at the Bolingbrook Performing Arts Center. Director Mills commented that the library has purchased ad space for the Summer Reading Program on the Patch website.

The White Oak Library District invited the Board to a reception on June 29th to celebrate the newly completed Romeoville Branch Library renovation project.

The Bolingbrook Reporter featured the Bookmobile on the front page on May 30th.

Architecture is Fun sent a thank you note to Director Mills. They received the 2012 Benjamin Moore Hue Award for their portfolio which featured Fountaindale's The Vortex and the Children's Department.

TREASURER'S REPORT

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

BILLS FOR APPROVAL

Bills Paid Report – June, 2012

Bills paid for the month of June in the amount of \$79,775.68 was presented for approval. Motion to approve was made by Spindel, seconded by Kalnicky.

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

Bills Payable Report – June, 2012

Bills payable for the month of June in the amount of \$332,682.54 was presented for approval. Motion to approve was made by Graske, seconded by Spindel.

President Danhof noted that this includes bills authorized for early payment to avoid late fees and penalties due to board meeting scheduling.

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

DIRECTOR'S REPORT – May, 2012

Director Mills happily reported that Fountaindale has been live on Polaris and Pinnacle as of June 14th. He thanked the staff whose hard work helped to make the transition as seamless as possible for the patrons. Mills encouraged the Board to check out the new Pinnacle catalog. There are some technical difficulties with the self-check outs. Mills was able to speak with 3M representatives at the ALA Annual Conference about those issues.

Mills noted that Deputy Director Yanikoski was asked to serve on the 2013 Illinois Library Association's Planning Committee.

Mills and Shirley Williams have been working on the controls documentation that the Finance Committee has requested and expect to submit it to the committee for review shortly. Mills and Williams are also working on the Tentative Budget & Appropriation Ordinance which will be approved in July.

Mills will be out of the office from July 11th through July 13th.

The State of Illinois (ISL) has issued a Request for Proposal to provide statewide delivery services for Illinois libraries for fiscal year 2013/2014.

UNFINISHED BUSINESS

None.

REPORTS

Building Committee – None.

Finance Committee – None.

Strategic Plan Committee – None.

Personnel Committee – None.

ANNOUNCEMENTS

President Danhof and Trustee Prodehl will be out of town next week.

ADJOURNMENT

A consensus was taken and the Board adjourned at 8:03 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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