

MINUTES OF A REGULAR MEETING OF
THE BOARD OF TRUSTEES OF
THE FOUNTAINDALE PUBLIC LIBRARY DISTRICT
WILL AND DU PAGE COUNTIES, ILLINOIS
HELD NOVEMBER 21, 2013
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 21, 2013 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 and Margaret (Peggy) Danhof.

ABSENT

Thomas Gilligan

FOUNTAINDALE STAFF PRESENT

The following staff was present: Paul Mills, Catherine Yanikoski, Kathy Schmidt, Jessica Granados, Carol Woeckel and Shirley Williams.

PUBLIC PRESENT

The following public was present: Graham Harwood, Jody Hargett and Brian Zabel.

AGENDA APPROVAL

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

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

MINUTES OF THE REGULAR MEETING, October 17, 2013

The minutes of the regular meeting held October 17, 2013 were presented. A motion to approve the minutes was made by Spindel, seconded by Newell. Minutes were approved as read.

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

MINUTES OF THE SPECIAL MEETING, October 30, 2013

The minutes of the special meeting held October 30, 2013 were presented. A motion to approve the minutes was made by Graske, seconded by Kalnicky. Minutes were approved as read.

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

EMPLOYEE RECOGNITION

President Danhof recognized Carol Woeckel for 15 years of service and presented her with a pin, certificate and gift card. Danhof also recognized Jessica Granados for her five years of service and presented her with a pin and certificate.

COMMENTS FROM THE PUBLIC

Jody Hargett presented the Friends Book Sale Report from October. The final sale numbers were \$2,012.25. Hargett also noted that the Book Cellar's sales averages about \$99 a week. Postcards advertising for the Book Cellar have really helped to promote the new location.

NEW BUSINESS

Receive Friends Book Sale Report

Jody Hargett presented the Friends Book Sale Report earlier in the meeting.

Approval of Resolution 2013-4 – Authorizing Membership in the Libraries of Illinois Risk Association

A motion to approve Resolution 2013-4 – Authorizing Membership in the Libraries of Illinois Risk Association was made by Newell, seconded by Kalnicky.

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

Approval of Ordinance 2013-5 – Tax Levy Ordinance

A motion to approve Ordinance 2013-5 – Tax Levy Ordinance was made by Newell, seconded by Spindel.

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

Approval of the Financial Report for Fiscal Year 2012/2013

A motion to approve the Financial Report for Fiscal Year 2012/2013 was made by Kalnicky, seconded by Newell.

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

Approval of 2014 Non-Resident Fee

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 Newell, seconded by Kalnicky.

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

A motion to approve a non-resident fee of \$403 for 2014 was made by Prodehl, seconded by Newell.

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

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 with changes was made by Kalnicky, seconded by Newell.

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

Approval of Illinois Library Association Trustee Forum Workshop Attendance – February 15, 2014

A motion to approve trustee attendance at the Illinois Library Association Trustee Forum Workshop on February 15, 2014 was made by Newell, seconded by Graske.

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

LIBRARY PROJECTS

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

CORRESPONDENCE

Fountaindale Public Library District won the Distinguished Building Award at the American Institute of Architects of Chicago's 58th Annual Design Excellence Awards.

Laura Barr from Child Care Resource & Referral sent a thank you card. She specifically thanked Tom in Security and John in IT who helped the group during a recent meeting room reservation at the library.

My Suburban Life posted articles about Studio 300's Re-Opening Celebration on Sunday, October 27 and also Fountaindale's strategic plan and how patrons can submit their feedback.

My Suburban Life also featured an article by Executive Director Paul Mills. In the article Mills notes the upcoming programming and events in the Fall.

TREASURER'S REPORT

The Treasurer's Report for October, 2013 was presented by Kathryn Spindel and will be filed for audit.

BILLS FOR APPROVAL

Bills Paid Report – November, 2013

Bills paid for the month of November in the amount of \$83,261.82 was presented for approval. Motion to approve was made by Spindel, seconded by Newell.

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

Bills Payable Report – November, 2013

Bills payable for the month of November in the amount of \$476,009.47 was presented for approval. Motion to approve was made by Graske, seconded by Prodehl.

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

DIRECTOR'S REPORT – October, 2013

Director Mills noted that he and Jill Boreham continue to monitor the cost of health care. At this point, it looks like there may be about a 15-20% premium increase.

Earlier this month, the library put out a RFP for cleaning services. Ten companies came to the mandatory meeting and tour. The library has received five bid responses. Trustee Graske questioned if there were complaints about our current cleaning company. Mills responded yes there have been some concerns about attention to detail and response time.

Trustee Prodehl asked if there have been any more DVD thefts. Mills replied yes. Recently, a young patron had stolen several DVDs from the library. The police department was able to recover about 20 DVDs from her residence. A review conducted earlier showed it was more expensive to implement some security measures than the cost to replace stolen DVDs. This is something that is reviewed periodically.

UNFINISHED BUSINESS

None

REPORTS

Building Committee – None.

Finance Committee – The Committee met earlier this week. The committee went over library credit card procedures.

Strategic Plan Committee – The Strategic Plan is currently on the website and available for the community to give feedback. Director Mills will be holding an All Staff Meeting to discuss the Strategic Plan with staff.

Personnel Committee – None.

ANNOUNCEMENTS

The Bolingbrook Clergy will have a Thanksgiving service at the Glad Tidings Church on Wednesday, November 27 at 7:00 p.m. Trustee Newell will be doing a sermon.

On December 9, the Lions Club will be holding a fundraiser for the victims of the recent tornado at Tailgaters.

The Bolingbrook Rotary Club will be holding the Typhoon Hyain Relief Effort for the recent typhoon in the Philippines at the Bolingbrook Golf Club on December 12 at 7:00 p.m.

The Community Service Council will be hosting an open house sponsored by the Romeoville Chamber on December 3 at 5:00 p.m. CSC will also be holding their annual fundraiser on February 9.

On February 15, Relay for Life will have their annual Valentine’s Day dance.

EXECUTIVE SESSION

A motion was made by Kalnicky, seconded by Newell to enter Executive Session at 8:12 p.m. for Litigation 5 ILCS 120/2 (c) (11).

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

A motion was made by Kalnicky, seconded by Newell to return to Open Session at 8:20 p.m.

OPEN SESSION

ADJOURNMENT

A consensus was taken and the Board adjourned at 8:21 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
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