

MINUTES OF A REGULAR MEETING OF  
THE BOARD OF TRUSTEES OF  
THE FOUNTAINDALE PUBLIC LIBRARY DISTRICT  
WILL AND DUPAGE COUNTIES, ILLINOIS  
HELD APRIL 21, 2016  
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, April 21, 2016 at 7:00 p.m.

CALL TO ORDER

The meeting was called to order at 7:00 p.m. by President Margaret (Peggy) Danhof.

ROLL CALL

The roll was called by recorder, Juanita Lennon, and a quorum was established.

PRESENT

Present at roll call were Steven Prodehl, Robert Kalnicky, Kathryn Spindel, Ruth Newell, Dennis Raga, Thomas Gilligan and Margaret (Peggy) Danhof.

ABSENT

None.

FOUNTAINDALE STAFF PRESENT

The following staff was present: Paul Mills and Juanita Lennon.

PUBLIC PRESENT

The following public was present: Jody Hargett.

AGENDA APPROVAL

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

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

MINUTES OF THE BOARD MEETING – March 17, 2016

The minutes of the board meeting held March 17, 2016 were presented. A motion to approve the minutes was made by Newell, seconded by Kalnicky. Minutes were approved as read.

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

COMMENTS FROM THE PUBLIC

No comments were made.

FRIENDS OF THE LIBRARY

Jody Hargett reported that the Friends have three new volunteers for the Book Cellar. One volunteer will be handling the register and money.

NEW BUSINESS

Approval of Telecommuting Section for the Employee Handbook

A motion to approve the Telecommuting section for the Employee Handbook was made by Newell, seconded by Gilligan.

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

Approval of Revised Leave of Absence Without Pay Section for the Employee Handbook

A motion to repeal the existing Leave of Absence Without Pay section in the Employee Handbook and to approve the revised Leave of Absence Without Pay section was made by Kalnicky, seconded by Newell.

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

Approval of Revised Reference Checks Section for the Employee Handbook

A motion to repeal the existing Reference Checks section in the Employee Handbook and to approve the revised Reference Checks section was made by Spindel, seconded by Newell.

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

Approval of Employment Information and Verification Section for the Employee Handbook

A motion to approve the Employment Information and Verification section for the Employee Handbook was made by Kalnicky, seconded by Newell.

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

Approval of Changing September 2016 Board Meeting Date to Wednesday, September 14, 2016 at 7:00 p.m.

A motion to approve changing the September 2016 Board Meeting date to Wednesday, September 14, 2016 at 7:00 p.m. was made by Newell, seconded by Spindel.

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

CORRESPONDENCE

Mills received a letter from Jesse White, Secretary of State and State Librarian regarding the FY2016 Per Capita Grant. The library will be awarded \$52,173.44.

Jeffrey Fisher, Studio Services Manager will be teaching a Public Library Association webinar course, *Building and Operating Your Digital Media Lab* on Wednesday, May 4.

Fountaindale Public Library received a Certificate of Appreciation for donating bags at the Latino Fair. The Adult & Teen Services staff and Outreach Services staff were also in attendance.

Congressman Bill Foster sent a letter and copy of the Proclamation that was read at the House of Representatives for National Library Week.

I Love Libraries posted an online article which highlighted an article with Marianne Thompson, Outreach Services Manager.

## TREASURER'S REPORT

The Treasurer's Report for March, 2016 was presented by Treasurer Spindel and will be filed for audit.

## BILLS FOR APPROVAL

### Bills Paid Report – April, 2016

Bills paid for the month of April in the amount of \$78,496.98 was presented for approval. Motion to approve was made by Gilligan, seconded by Newell.

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

### Bills Payable Report – April, 2016

Bills payable for the month of April in the amount of \$198,720.28 was presented for approval. Motion to approve was made by Spindel, seconded by Kalnicky.

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

## DIRECTOR'S REPORT – March, 2016

Mills noted that the State of Illinois reported that it overpaid personal property replacement tax to units of local government. The State will be asking for approximately \$16,000 to be returned from the District.

Mills reported that the State House is considering a bill regarding travel for local elected officials and staff.

Mills also reported that the District will soon be partnering with Meals for H.O.P.E. and serve as a place where children will be able to pick up federally sponsored breakfasts and lunches.

Community Service Council is once again partnering with Fountaindale and First Midwest Bank to present Money Smart Week, April 25 – 28.

Mills presented the new Fountaindale Public Library promotional brochure created by Communications Manager, Melissa Bradley. The project was originally started by Chrissy Little.

## UNFINISHED BUSINESS

Mills reminded the Board to submit their Statement of Economic Interest receipt.

The Executive Director's Evaluation form and self-evaluation will be emailed at the end of April. The completed evaluation will be due on May 19 and Executive Director Mills will receive his evaluation on June 16.

## REPORTS

Building – None.

Finance – None.

Strategic Plan – None.

Personnel – None.

## ANNOUNCEMENTS

Community Service Council will hold their Gala at Bolingbrook Golf Club on Thursday, September 15.

The National Day of Prayer Breakfast will be held on Thursday, May 5 at the Bolingbrook Golf Club at 6:00 a.m.

Trustee Prodehl discussed the status of tax exemptions for hospitals.

## ADJOURNMENT

A consensus was taken and the Board adjourned at 7:40 p.m.

/s/ Steven J. Prodehl  
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