

MINUTES OF A REGULAR MEETING OF
THE BOARD OF TRUSTEES OF
THE FOUNTAINDALE PUBLIC LIBRARY DISTRICT
WILL AND DUPAGE COUNTIES, ILLINOIS
HELD AUGUST 16, 2018
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, August 16, 2018 at 7:00 p.m.

CALL TO ORDER

The meeting was called to order at 7 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, Celeste Bermejo and Margaret (Peggy) Danhof.

ABSENT

Trustee Ruth Newell was unable to attend the meeting due to the wake for Reverend Donald Drogos.

Trustee Marcelo Valencia

Trustee Valencia arrived at 7:02 p.m.

FOUNTAINDALE STAFF PRESENT

The following staff was present: Paul Mills, Juanita Lennon, Noelia Frias, Nancy Castellanos and Lea Pottle.

PUBLIC PRESENT

The following public was present: Jody Hargett, Belinda Gonzalez, Andree Frias, Jose Frias, Ryan Harter and Otis Gatlin.

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: Prodehl, Kalnicky, Spindel, Bermejo, Danhof
NAYES: None
ABSENT: Newell, Valencia

MINUTES OF THE BOARD MEETING – July 19, 2018

The minutes of the board meeting held July 19, 2018 were presented. A motion to approve the minutes was made by Spindel, seconded by Prodehl. Minutes were approved as read.

AYES: Prodehl, Kalnicky, Spindel, Bermejo, Danhof
NAYES: None
ABSENT: Newell, Valencia

MINUTES OF THE EXECUTIVE SESSION – July 19, 2018

The minutes of the Executive Session held July 19, 2018 were presented. A motion to approve the minutes was made by Spindel, seconded by Kalnicky. Minutes were approved as read.

AYES: Prodehl, Kalnicky, Spindel, Bermejo, Danhof
NAYES: None
ABSENT: Newell, Valencia

Trustee Valencia entered at 7:02 p.m.

EMPLOYEE RECOGNITION

President Danhof recognized Noelia Frias for her ten years of service and presented her with a certificate and keychain.

COMMENTS FROM THE PUBLIC

Bolingbrook resident Ryan Harter thanked the Board and Director Mills for being able to teach a game course for kids ages 9-12 in Studio 300. Harter wanted to also thank Jeffrey Fisher and Anna Gillespie for their help with the class.

FRIENDS OF THE LIBRARY

Jody Hargett from the Friends reported that the Friends had a successful Ice Cream Social. Candy sales were \$111 and \$70 in children’s book sales. The Friends were happy to donate the money for the extra ice cream.

The Friends are getting ready for their annual Fall Book Sale, October 5–7.

Trustee Valencia mentioned he had been in touch with the owner of the Neveria Michoacana. The owner extended an offer to participate next year at Ice Cream Social.

NEW BUSINESS

Approval of Resolution 2018-1 – Resolution To Determine Estimate of Funds Needed for Fiscal Year 2018/2019

A motion to approve Resolution 2018-1 – Resolution To Determine Estimate of Funds Needed for Fiscal Year 2018/2019 was made by Spindel, seconded by Valencia.

AYES: Prodehl, Kalnicky, Spindel, Valencia, Bermejo, Danhof
NAYES: None
ABSENT: Newell

Approval of Resolution 2018-2 – Resolution Designating Open Meetings Act Officers

A motion to approve Resolution 2018-2 – Resolution Designating Open Meetings Act Officers as Paul Mills and Juanita Lennon was made by Spindel, seconded by Kalnicky.

AYES: Prodehl, Kalnicky, Spindel, Valencia, Bermejo, Danhof
NAYES: None
ABSENT: Newell

Approval of Resolution 2018-3 – Resolution Designating Freedom of Information Act Officers

A motion to approve Resolution 2018-3 – Resolution Designating Freedom of Information Act Officers as Paul Mills and Jennie Nguyen was made by Prodehl, seconded by Spindel.

AYES: Prodehl, Kalnicky, Spindel, Valencia, Bermejo, Danhof
NAYES: None
ABSENT: Newell

Approval of Resolution 2018-4 – Resolution Authorizing Intervention in Certain Tax Appeal Cases

A motion to approve Resolution 2018-4 – Resolution Authorizing Intervention in Certain Tax Appeal Cases was made by Valencia, seconded by Spindel.

AYES: Prodehl, Kalnicky, Spindel, Valencia, Bermejo, Danhof
NAYES: None
ABSENT: Newell

Approval of 2018 Illinois Public Library Annual Report (IPLAR)

A motion to approve the 2018 Illinois Public Library Annual Report (IPLAR) was made by Valencia, seconded by Prodehl.

AYES: Prodehl, Kalnicky, Spindel, Valencia, Bermejo, Danhof
NAYES: None
ABSENT: Newell

Approval of Appointment of Chief Election Officer and Deputy Election Officer

A motion to approve the appointment of Steven Prodehl as Chief Election Officer and Juanita Lennon as Deputy Election Officer was made by Valencia, seconded by Kalnicky.

AYES: Prodehl, Kalnicky, Spindel, Valencia, Bermejo, Danhof
NAYES: None
ABSENT: Newell

Approval of Revised Computer Use Policy

A motion to repeal the existing Computer Use Policy and approve the revised Computer Use Policy was made by Prodehl, seconded by Spindel.

AYES: Prodehl, Kalnicky, Spindel, Valencia, Bermejo, Danhof
NAYES: None
ABSENT: Newell

Approval of Absence Due to Illness/Sick Section for the Employee Handbook

A motion to repeal the existing Absence Due to Illness/Sick section in the Employee Handbook and to approve the revised Absence Due to Illness/Sick section for the Employee Handbook was made by Prodehl, seconded by Spindel.

AYES: Prodehl, Kalnicky, Spindel, Valencia, Bermejo, Danhof
NAYES: None
ABSENT: Newell

Approval of Bereavement Leave Section for the Employee Handbook

A motion to repeal the existing Bereavement Leave section in the Employee Handbook and to approve the revised Bereavement Leave section for the Employee Handbook was made by Spindel, seconded by Prodehl.

AYES: Prodehl, Kalnicky, Spindel, Valencia, Bermejo, Danhof
NAYES: None
ABSENT: Newell

Approval of Child Bereavement Leave Act Section for the Employee Handbook

A motion to approve the Child Bereavement Leave Act section for the Employee Handbook was made by Valencia, seconded by Prodehl.

AYES: Prodehl, Kalnicky, Spindel, Valencia, Bermejo, Danhof
NAYES: None
ABSENT: Newell

Approval of Leave of Absence without Pay Section for the Employee Handbook

A motion to approve the Leave of Absence without Pay Section for the Employee Handbook was made by Spindel, seconded by Bermejo.

AYES: Prodehl, Kalnicky, Spindel, Valencia, Bermejo, Danhof
NAYES: None
ABSENT: Newell

Approval of Agreements with Sheehan Nagle Hartray for Architectural and Related Services

A motion to approve the agreements with Sheehan Nagle Hartray for architectural and related services was made by Spindel, seconded by Valencia.

AYES: Prodehl, Kalnicky, Spindel, Valencia, Bermejo, Danhof
NAYES: None
ABSENT: Newell

Approval of Agreement with CCS International for Cost Estimating Services

A motion to approve the agreement with CCS International for cost estimating services was made by Kalnicky, seconded by Spindel.

AYES: Prodehl, Kalnicky, Spindel, Valencia, Bermejo, Danhof
NAYES: None
ABSENT: Newell

Approval to Seek Requests for Proposals for Services for an Infrastructure Plan and Schedule

A motion to approve to seek requests for proposals for services for an infrastructure plan and schedule was made by Prodehl, seconded by Valencia.

AYES: Prodehl, Kalnicky, Spindel, Valencia, Bermejo, Danhof
NAYES: None
ABSENT: Newell

LIBRARY PROJECTS

Approval of Studio 300 Modification Proposal for Maker Lab Functions

A motion to approve the Studio 300 modification proposal for Maker Lab functions was made by Spindel, seconded by Valencia.

AYES: Prodehl, Kalnicky, Spindel, Valencia, Bermejo, Danhof
NAYES: None
ABSENT: Newell

CORRESPONDENCE

None.

TREASURER'S REPORT

The Treasurer's Report for July, 2018 was presented by Treasurer Spindel and will be filed for audit.

BILLS FOR APPROVAL

Bills Paid Report – August, 2018

Bills paid for the month of August in the amount of \$81,898.35 was presented for approval. Motion to approve was made by Kalnicky, seconded by Prodehl.

AYES: Prodehl, Kalnicky, Spindel, Valencia, Bermejo, Danhof
NAYES: None
ABSENT: Newell

Bills Payable Report – August, 2018

Bills payable for the month of August in the amount of \$178,215.10 was presented for approval. Motion to approve was made by Spindel, seconded by Valencia.

AYES: Prodehl, Kalnicky, Spindel, Valencia, Bermejo, Danhof
NAYES: None
ABSENT: Newell

DIRECTOR'S REPORT – July, 2018

Mills highlighted the library's new streaming movie service, Kanopy. Mills also discussed the new My Library Rewards incentive program to encourage reading. All six Pinnacle libraries are now using it, and we are the first libraries in Illinois to implement it and the first consortium to implement it as well.

Mills also mentioned the Illinois Veterans History Project. This is a project of the Illinois State Library and it is a requirement for the upcoming Per Capita Grant for trustees and staff to learn about it. Information about this project and other requirements for the Per Capita Grant will be sent to each trustee.

UNFINISHED BUSINESS

None.

REPORTS

Building – None.

Finance – None.

Strategic Plan – None.

Personnel – None.

ANNOUNCEMENTS

Community Service Council Gala is on Thursday, September 13 at the Bolingbrook Golf Club.

Joyfest is on Saturday, September 8.

Pathways Parade on Sunday, September 9.

Staff Appreciation Party will be on Saturday, September 15 at Ashbury's at Boughton Ridge.

ADJOURNMENT

A consensus was taken and the Board adjourned at 7:55 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
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