

MINUTES OF A REGULAR MEETING OF
THE BOARD OF TRUSTEES OF
THE FOUNTAINDALE PUBLIC LIBRARY DISTRICT
WILL AND DUPAGE COUNTIES, ILLINOIS
HELD NOVEMBER 15, 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, November 15, 2018 at 7 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, Ruth Newell, Marcelo Valencia, Celeste Bermejo and Margaret (Peggy) Danhof.

ABSENT

None.

FOUNTAINDALE STAFF PRESENT

The following staff was present: Paul Mills, Juanita Lennon, Nancy Castellanos, Jeffrey Fisher, Lea Pottle, Chris Zahorcik, Jessica Granados, Wendy Birkemeier, Maureen Gazaro and Debra Dudek.

PUBLIC PRESENT

The following public was present: Jody Hargett, Debi Savage, Ryan Harter, Otis Gatlin, Andrew Kim and Saud Gazanfer.

AGENDA APPROVAL

Following the Pledge of Allegiance, Danhof asked for a motion to approve the agenda. Kalnicky made a motion to approve the agenda with the addition of a special report under New Business by Andrew Kim from PMA Securities. Spindel seconded the motion.

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

MINUTES OF THE BOARD MEETING – October 18, 2018

The minutes of the board meeting held October 18, 2018 were presented. A motion to approve the minutes was made by Spindel, seconded by Valencia. Minutes were approved as read.

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

EMPLOYEE RECOGNITION

President Danhof recognized Christine Zahorcik for her 15 years of service and presented her with a certificate and keychain.

President Danhof also recognized Jessica Granados for her 10 years of service with a certificate and keychain.

COMMENTS FROM THE PUBLIC

No comments were made.

FRIENDS OF THE LIBRARY

Jody Hargett reported that the Spring Friends book sale has been scheduled for April 5-7, 2019. The Friends plan to reorganize the store after the holidays. Hargett noted that a new customer from Lombard came into the store and bought \$90 of books.

NEW BUSINESS

PMA SECURITIES REPORT ON SERIES 2018 BOND SALE

Andrew Kim reported that the recent bond sale went well. 7 bids were received and Morgan Stanley had the best bid. This financing has resulted in a \$1,500,000 reduction in debt service.

Approval of Ordinance 2018-6 – Tax Levy Ordinance

A motion to approve Ordinance 2018-6 – Tax Levy Ordinance was made by Kalnicky, seconded by Valencia.

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

Approval of Resolution 2018-5 – Resolution Regarding the Issuance of Non-Resident Library Cards

A motion to approve Resolution 2018-5 – Resolution regarding the issuance of non-resident library card was made by Prodehl, seconded by Bermejo.

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

Approval of Resolution 2018-6 – Approving a Revision to Authorized Signers for the BMO Harris Safe Deposit Box

Trustee Newell said that the Board President and Board Secretary would be better instead of the Board President and the Board Vice President. Trustee Newell said she had ethical concerns.

A motion to approve Resolution 2018-6 – Approving a revision to authorized signers for the BMO Harris safe deposit box was made by Valencia, seconded by Bermejo.

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

Approval of 2019 Per Capita Grant Application

A motion to approve the 2019 Per Capita Grant application was made by Kalnicky, seconded by Prodehl.

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

Approval of Tria Architecture Proposal for Infrastructure Plan and Schedule Request for Proposals

A motion to approve Tria Architecture Proposal for infrastructure plan and schedule request for proposals was made by Prodehl, seconded by Newell.

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

Approval of Statement of Receipts and Disbursements Fiscal Year 2017/2018

A motion to approve the Statement of Receipts and Disbursements fiscal year 2017/2018 was made by Spindel, seconded by Kalnicky.

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

Approval of Certified List of Trustees and Staff for Filing with Will and DuPage Counties for Statements of Economic Interest

A motion to approve the certified list of Trustees and staff for filing with Will and DuPage Counties for the Statements of Economic Interest was made by Valencia, seconded by Spindel.

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

Approval of Revised Studio 300 Policy

A motion to repeal the existing Studio 300 Policy and approve the revised Studio 300 Policy was made by Newell, seconded by Prodehl.

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

Approval of Break Time for Nursing Mothers Section for the Employee Handbook

A motion to repeal the existing Break Time for Nursing Mothers section in the Employee Handbook and approve the revised Break Time for Nursing Mothers section for the Employee Handbook was made by Kalnicky, seconded by Spindel.

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

Approval of Background and Motor Vehicles Records Check Section for the Employee Handbook

A motion to repeal the existing Background and Motor Vehicles Records Check section in the Employee Handbook and approve the revised Background and Motor Vehicles Records Check section for the Employee Handbook was made by Spindel, seconded by Valencia.

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

Approval of Reference Checks Section for the Employee Handbook

A motion to approve the Reference Checks section for the Employee Handbook was made by Valencia, seconded by Spindel.

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

Approval of Employment Information and Verification Section for the Employee Handbook

A motion to repeal the existing Employment Information and Verification section in the Employee Handbook and approve the revised Employment Information and Verification section for the Employee Handbook was made by Kalnicky, seconded by Prodehl.

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

Approval of Holidays and Supplemental Floating Holidays Sections for the Employee Handbook

A motion to repeal the existing Holidays and Supplemental Floating Holidays sections in the Employee Handbook and approve the revised Holidays and Supplemental Floating Holidays sections for the Employee Handbook was made by Valencia, seconded by Spindel.

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

Approval of Personal Time Section for the Employee Handbook

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

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

Approval of Vacation Section for the Employee Handbook

A motion to repeal the existing Vacation section in the Employee Handbook and approve the revised Vacation section for the Employee Handbook was made by Valencia, seconded by Kalnicky.

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

LIBRARY PROJECTS

The library continues to work with Sheehan Nagle Hartray on converting the 2nd floor Computer Lab into a modular meeting room space.

CORRESPONDENCE

The library received two notices from the Village of Bolingbrook regarding the termination of two TIF districts.

TREASURER'S REPORT

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

BILLS FOR APPROVAL

Bills Paid Report – November 2018

Bills paid for the month of November in the amount of \$82,485.83 was presented for approval. Motion to approve was made by Spindel, seconded by Kalnicky.

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

Bills Payable Report – November 2018

Bills payable for the month of November in the amount of \$252,106.91 was presented for approval. Motion to approve was made by Spindel, seconded by Newell.

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

DIRECTOR'S REPORT – October, 2018

Mills reported on Standard & Poor's AA rating for the District and Library Journal naming the Fountaindale Public Library District a Star Library.

Mills commented that Collection Management and Technical Services Manager Christina Theobald researched recent DVD sales and compared them to our DVD circulation numbers. The library is outperforming the decline in sales for this format.

UNFINISHED BUSINESS

None.

REPORTS

Building – None.

Finance – None.

Strategic Plan – None.

Personnel – None.

ANNOUNCEMENTS

The Bolingbrook Clergy will be holding their Thanksgiving Service on November 20 at 7 p.m. at Highpoint Church.

Trustee Newell commented that there will be Coretta Scott King Award programming all throughout 2019 for the 50th anniversary celebration.

ADJOURNMENT

A consensus was taken and the Board adjourned at 8:25 p.m.

/s/ Steven J. Prodehl
Secretary, Board of Library Trustees
FOUNTAINDALE PUBLIC LIBRARY DISTRICT
WILL AND DUPAGE COUNTIES, ILLINOIS

/s/ Margaret J. (Peggy) Danhof
President, Board of Library Trustees
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