

MINUTES OF A REGULAR MEETING OF
THE BOARD OF TRUSTEES OF
THE FOUNTAINDALE PUBLIC LIBRARY DISTRICT
WILL AND DUPAGE COUNTIES, ILLINOIS
HELD DECEMBER 20, 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, December 20, 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, Celeste Bermejo and Margaret (Peggy) Danhof.

ABSENT

Trustees Spindel, Newell and Valencia

Trustee Spindel entered at 7:02 p.m.

Trustee Newell entered at 7:06 p.m.

FOUNTAINDALE STAFF PRESENT

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

PUBLIC PRESENT

The following public was present: Jody Hargett, 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 Prodehl.

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

MINUTES OF THE PUBLIC HEARING – NOVEMBER 15, 2018

The minutes of the Public Hearing held November 15, 2018 were presented. A motion to approve the minutes was made by Prodehl, seconded by Bermejo. Minutes were approved as read.

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

MINUTES OF THE BOARD MEETING – NOVEMBER 15, 2018

The minutes of the board meeting held November 15, 2018 were presented. A motion to approve the minutes was made by Kalnicky, seconded by Prodehl. Minutes were approved as read.

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

Trustee Spindel entered at 7:02 p.m.

COMMENTS FROM THE PUBLIC

No comments were made.

FRIENDS OF THE LIBRARY

Jody Hargett commented that there have been very good days at the Nook Store. The store will be closed on Sunday, December 23 for the Christmas holiday. Hargett also reported that longtime Friends member, Lyle Vana passed away earlier this month. Finally, Art and Judy Bilski, who have taken charge of the Friends book sales are moving to Florida in 2019. The Bilskis will organize the 2019 Spring Book Sale.

Trustee Newell entered at 7:06 p.m.

NEW BUSINESS

Approval of Ordinance 2018-7 – Ordinance Transferring Funds to the Special Reserve Fund

A motion to approve Ordinance 2018-7 – Ordinance transferring funds to the Special Reserve Fund was made by Kalnicky, seconded by Prodehl.

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

Approval of Accidents and Emergencies Section for the Employee Handbook

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

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

Approval of Appearance and Dress Code Policy Section for the Employee Handbook

A motion to repeal the existing Appearance and Conduct/Dress Code Policy section in the Employee Handbook and approve the revised Appearance and Dress Code Policy section for the Employee Handbook was made by Spindel, seconded by Newell.

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

Approval of Bulletin Boards Section for the Employee Handbook

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

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

Approval of Contest and Program Prizes Section for the Employee Handbook

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

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

Approval of Education Assistance Section for the Employee Handbook

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

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

Approval of Emergency Closings Policy Section for the Employee Handbook

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

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

Approval of Visitors at the Workplace Section for the Employee Handbook

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

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

Approval of Workplace Violence Policy Section for the Employee Handbook

A motion to repeal the existing Violence in the Workplace section in the Employee Handbook and approve the revised Workplace Violence Policy section for the Employee Handbook was made by Newell, seconded by Spindel.

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

Approval of Request to Travel for Trustees to 2019 Illinois Library Association Trustee Forum Workshop – March 16, 2019

A motion to approve the request to travel for Trustees to the 2019 Illinois Library Association Trustee Forum Workshop on March 16, 2019 was made by Spindel, seconded by Newell.

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

Approval of Permanent Polling Place Agreement with Will County

A motion to approve the Permanent Polling Place Agreement with Will County was made by Spindel, seconded by Kalnicky.

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

LIBRARY PROJECTS

Mills updated the Board on the 2nd floor Computer Lab remodel. Building Manager, Tasos Priovolos continues to work with our architect, Sheehan Nagle Hartray. The blueprints will be available in early January. Mills plans to bring all cost estimates to the Board in February 2019.

CORRESPONDENCE

The Bugle published an article about Fountaindale Public Library receiving accolades from two respected institutions.

TREASURER'S REPORT

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

BILLS FOR APPROVAL

Bills Paid Report – December, 2018

Bills paid for the month of December in the amount of \$79,848.34 was presented for approval. Motion to approve was made by Prodehl, seconded by Spindel.

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

Bills Payable Report – December, 2018

Bills payable for the month of December in the amount of \$205,343.91 was presented for approval. Motion to approve was made by Spindel, seconded by Kalnicky.

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

DIRECTOR'S REPORT – November, 2018

Mills reported that IMRF (the Illinois Municipal Retirement Fund) has decided to reduce its assumed rate of return on investments to 7.25% from 7.5%. This will likely translate into higher rates for the District in calendar year 2020.

Mills also discussed the included HR Source article about the possibility of a higher minimum wage in 2019. Lea Pottle and Mills have been reviewing this.

Mills noted the RAILS (Reaching Across Illinois Library System) standards included in the Board Packet. This year is a data collection year only. Mills said that the standards may serve as aspirational goals for libraries in RAILS.

Trustee Prodehl discussed the dinosaur programs in November and also discussed a forthcoming sequel to “Lawyers in the Library.” Prodehl noted that the first available date for the program is June 1, 2019 and this highlighted the need for more meeting room space.

UNFINISHED BUSINESS

Final Approval of Request to Travel for Trustees to 2019 American Library Association Midwinter Meeting in Seattle, WA – January 25-29, 2019

A motion for final approval of request to travel for Trustees Spindel, Newell and Danhof to the 2019 American Library Association Midwinter Meeting in Seattle, WA from January 25-29, 2019 was made by Spindel, seconded by Prodehl.

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

REPORTS

Building – None.

Finance – None.

Strategic Plan – The liaisons met earlier this week. There are just a few changes which will be brought to the Board for approval next month.

Personnel – None.

ANNOUNCEMENTS

Community Service Council (CSC) has partnered with the Will County Veterans’ Assistance Commission to work with all veterans in Will County beginning January 17, 2019.

The next Illinois Library Association Legislative Meet-up will take place on February 1, 2019 at Tinley Park Library.

The Museum and Library Services Act was passed on December 19. The new legislation approves the Institute of Museum and Library Services until the year 2025.

EXECUTIVE SESSION

A motion was made by Spindel, seconded by Kalnicky, to enter Executive Session at 7:37 p.m. for 5 ILCS 120/2 (c) (21) “Discussion of minutes of meetings lawfully closed under this Act, whether for purposes of approval by the body of the minutes or semi-annual review of the minutes as mandated by Section 2.06.” and for Litigation 5 ILCS 120/2 (c) (11) “Litigation, when an action against, affecting or on behalf of the particular public body has been filed and is pending before a court or administrative tribunal, or when the public body finds that an action is probable or imminent, in which case the basis for the finding shall be recorded and entered into the minutes of the closed meeting.”

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

A motion was made by Spindel, seconded by Bermejo, to return to Open Session at 7:51 p.m.

OPEN SESSION

Approval of Report on Review of Closed Meeting Minutes

The Board reported that they will keep all closed meeting minutes closed.

A motion to approve the report on review of the closed meeting minutes was made by Spindel, seconded by Kalnicky.

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

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 DUPAGE COUNTIES, ILLINOIS

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