

MINUTES OF A REGULAR MEETING OF
THE BOARD OF TRUSTEES OF
THE FOUNTAINDALE PUBLIC LIBRARY DISTRICT
WILL AND DUPAGE COUNTIES, ILLINOIS
HELD MARCH 21, 2019
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, March 21, 2019 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, Marcelo Valencia, Celeste Bermejo and Margaret (Peggy) Danhof.

ABSENT

Trustee Newell

Trustee Newell entered at 7:07 p.m.

FOUNTAINDALE STAFF PRESENT

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

PUBLIC PRESENT

The following public was present: Jody Hargett, Don McKay, Graham Harwood and Ryan Harter.

AGENDA APPROVAL

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

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

MINUTES OF THE BOARD MEETING – February 21, 2019

The minutes of the board meeting held February 21, 2019 were presented. A motion to approve the minutes was made by Kalnicky, seconded by Spindel. Minutes were approved as read.

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

COMMENTS FROM THE PUBLIC

No comments were made.

FRIENDS OF THE LIBRARY

Jody Hargett presented the Board with a Friends of the Library update. The Spring Book Sale is fast approaching and the Friends are getting ready. Volunteers are needed.

The current managers of the book sale will be moving to Florida this year and a current Friend member is interested in possibly taking over the event.

NEW BUSINESS

Approval of Brooks Café Agreement Addendum (April 2019 – March 2020)

A motion to approve the Brooks Café Agreement Addendum (April 2019 – March 2020) with Ms. Jan Peterson was made by Valencia, seconded by Bermejo.

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

Trustee Newell entered at 7:07 p.m.

Approval of Appointment of Executive Director Evaluation Liaisons

A motion to approve the appointment of Marcelo Valencia and Kathryn Spindel as the 2019 Executive Director Evaluation Liaisons was made by Kalnicky, seconded by Prodehl.

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

Approval of Appointment of Secretary Audit Liaisons

A motion to approve the appointment of Robert Kalnicky and Steven Prodehl as the 2019 Secretary Audit Liaisons was made by Valencia, seconded by Spindel.

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

Approval of Seek Bids for Conversion of 2nd Floor Computer Lab to Meeting Room

Don McKay from Sheehan Nagle Hartray discussed the design concepts for the conversion of the 2nd floor computer lab into a meeting room. Graham Harwood from CCS discussed cost estimates and the current construction marketplace.

A motion to approve seeking bids for the conversion of the 2nd floor computer lab to meeting room was made by Prodehl, seconded by Valencia.

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

Approval of ITSavvy Quote for Laptops and Laptop Cart for 2nd Floor Meeting Room

A motion to approve the ITSavvy quote for laptops and a laptop cart for the 2nd floor meeting room was made by Newell, seconded by Valencia.

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

Approval of BOS Quote for Tables and Chairs for 2nd Floor Meeting Room

A motion to approve the BOS quote for tables and chairs for the 2nd floor meeting room was made by Valencia, seconded by Newell.

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

Approval of Pace Systems Quotation for 2nd Floor Meeting Room Audio/Visual Upgrades

A motion to approve the Pace Systems quote for the 2nd floor meeting room audio/visual upgrades was made by Kalnicky, seconded by Prodehl.

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

Approval of Electronic Communication and Information Systems Policy Section for the Employee Handbook

A motion to repeal the existing Computer Use Policy, Cellular Phone Policy and Voicemail Policy in the Employee Handbook and to approve the Electronic Communication and Information Systems Policy 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 Social Media Use Policy Section for the Employee Handbook

A motion to repeal the existing Social Media Use Policy section in the Employee Handbook and to approve the revised Social Media Use Policy section was made by Newell, seconded by Valencia.

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

Approval of Use of District Equipment Section for the Employee Handbook

A motion to repeal the existing Use of District Equipment and Telephone Systems section in the Employee Handbook and to approve the revised Use of District Equipment section for the Employee Handbook was made by Spindel, seconded by Newell.

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

LIBRARY PROJECTS

Director Mills provided an update for the Board regarding the millwork for Studio 300. Building Operations Manager Tasos Priovolos has found a new millworker to perform the work as well as work on the 2nd and 3rd floor public service desks and for the holds shelves in the lobby.

CORRESPONDENCE

Senator Pat McGuire sent a congratulatory card with a copy of *The Times Weekly* article on Fountaindale Library incorporating Narcan to the AEDs.

The Herald-News published an article regarding the expanded hours for early voting in Will County.

The Office of Will County Executive Lawrence Walsh sent out a press release concerning the addition of Narcan to the AEDs at Fountaindale Public Library.

The Illinois State Library sent a letter announcing that the Fountaindale Public Library has been awarded a Fiscal Year 2019 Per Capita Grant.

TREASURER'S REPORT

The Treasurer's Report for February, 2019 was presented by Treasurer Spindel and will be filed for audit.

BILLS FOR APPROVAL

Bills Paid Report – March, 2019

Bills paid for the month of March in the amount of \$54,922.63 was presented for approval. Motion to approve was made by Kalnicky, seconded by Spindel.

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

Bills Payable Report – March, 2019

Bills payable for the month of March in the amount of \$190,326.34 was presented for approval. Motion to approve was made by Prodehl, seconded by Spindel.

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

DIRECTOR'S REPORT – March, 2019

President Danhof and Director Mills discussed the micropantry that two patrons are building. Their hope is to have it in place in time for National Library Week.

Mills also discussed that the Library would again be partnering with Valley View School District to provide summer lunches.

Mills noted that the Village of Bolingbrook will be honoring the Library with a National Library Week Proclamation at the Tuesday, April 9 Village Board Meeting.

UNFINISHED BUSINESS

None.

REPORTS

Building – None.

Finance – None.

Strategic Plan – None.

Personnel – None.

ANNOUNCEMENTS

Vice President Kalnicky discussed the Community Service Council's prom dress resale event to support Operation Christmas. The response has been very positive.

ADJOURNMENT

A consensus was taken and the Board adjourned at 8:01 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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