

MINUTES OF A REGULAR MEETING OF  
THE BOARD OF TRUSTEES OF  
THE FOUNTAINDALE PUBLIC LIBRARY DISTRICT  
WILL AND DUPAGE COUNTIES, ILLINOIS  
HELD OCTOBER 17, 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, October 17, 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 Ruth Newell

FOUNTAINDALE STAFF PRESENT

The following staff was present: Paul Mills, Juanita Lennon, Nancy Korczak, Lea Pottle, Amina Ali and Jennie Nguyen.

PUBLIC PRESENT

The following public was present: Jody Hargett, Jamie Wilkey, Andrew Kim.

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, Valencia, Bermejo, Danhof  
NAYES: None  
ABSENT: Newell

MINUTES OF THE PUBLIC HEARING – September 19, 2019

The minutes of the Public Hearing held September 19, 2019 were presented. A motion to approve the minutes was made by Spindel, seconded by Prodehl. Minutes were approved as read.

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

MINUTES OF THE BOARD MEETING – September 19, 2019

The minutes of the board meeting held September 19, 2019. A motion to approve the minutes was made by Spindel, seconded by Bermejo. 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 reported that the Friends Fall Book Sale was the second most successful book sale in history. This year, the Studio had offered removed equipment to the Friends for the book sale. However the equipment did not go over very well with patrons. During the sale, many new members joined the Friends and annual memberships were paid.

NEW BUSINESS

Acceptance of Financial Report for Fiscal Year 2018/2019

Jamie Wilkey from Lauterbach & Amen LLP presented the Financial Report for Fiscal Year 2018/2019.

A motion to accept the Financial Report for Fiscal Year 2018/2019 was made by Kalnicky, seconded by Valencia.

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

Approval of Resolution 2019-11 – Truth in Taxation Law Resolution

A motion to approve Resolution 2019-11 – Truth in Taxation Law Resolution was made by Prodehl, seconded by Valencia.

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

Approval of Ordinance 2019-7 – Ordinance to Levy an Additional Tax of .02% for Fiscal Year 2020/2021

A motion to approve Ordinance 2019-7 – Ordinance to Levy an Additional Tax of .02% for Fiscal Year 2020/2021 was made by Spindel, seconded by Valencia.

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

Presentation on and Approval of Bond Refinancing Scenario

Andrew Kim, Director of Public Finance from PMA Securities presented different refinancing scenarios for the 2009B bonds.

A motion to approve the selected bond refinancing scenario with a contribution of \$655,000 from the General Fund Balance was made by Spindel, seconded by Valencia.

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

Approval of Chapman and Cutler LLP Engagement Letter for Services as Bond Counsel and Disclosure Counsel for Bonds

A motion to approve the Chapman and Cutler LLP Engagement Letter for services as bond counsel and disclosure counsel for bonds was made by Kalnicky, seconded by Valencia.

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

Approval of Ordinance 2019-8 – An Ordinance providing for the issue of not to exceed \$8,900,000 General Obligation Refunding Library Bonds, providing for the levy of a direct annual tax sufficient to pay the principal of and interest on the bonds and authorizing the sale of the bonds to the purchaser thereof

A motion to approve Ordinance 2019-8 – An Ordinance providing for the issue of not to exceed \$8,900,000 General Obligation Refunding Library Bonds, providing for the levy of a direct annual tax sufficient to pay the principal of and interest on the bonds and authorizing the sale of the bonds to the purchaser thereof was made by Kalnicky, seconded by Valencia.

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

Approval of Bring Your Own Device to Work Policy for the Employee Handbook

Lea Pottle, Human Resources Manager, presented the draft policy. Pottle stated that the policy was created to provide a way to comply with the Illinois Wage Payment and Collection Act

A motion to approve Bring Your Own Device to Work policy for the Employee Handbook was made by Valencia, seconded by Spindel.

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

Approval of Revised Leave Under the Victims' Economic Security and Safety Act (VESSA) Policy for the Employee Handbook

Lea Pottle, Human Resources Manager, presented the draft policy. Pottle stated that the revised draft policy adds gender violence to the reasons for leave and for reasonable accommodations among other changes.

A motion to repeal the existing Leave Under the Victims' Economic Security and Safety Act (VESSA) Policy for the Employee Handbook and approve the revised Leave Under the Victims' Economic Security and Safety Act (VESSA) Policy for the Employee Handbook was made by Valencia, seconded by Spindel.

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

Approval of 2020 Library Closing Schedule

Mills reported that an item of note on the draft Library Closing Schedule is that the Fourth of July is an administrative day, which means it is a day in which the library is closed but it is not a paid Holiday for staff. Mills noted that the next agenda item discusses this issue.

A motion to approve the 2020 Library Closing Schedule was made by Spindel, seconded by Kalnicky.

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

Approval of 2020 Staff Supplemental Floating Holiday

Mills reported that a supplemental floating holiday may be provided by the Board when a holiday falls on a weekend per the Employee Handbook.

A motion to approve a (one) 7.5 Staff Supplemental Floating Holiday for full time staff and (one) four hour Supplemental Floating Holiday for part time staff which must be used by December 31, 2020 with implementation rules to be created by the Executive Director was made by Prodehl, seconded by Kalnicky.

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

Approval of 2020 Board Meeting Schedule

A motion to approve the 2020 Board Meeting Schedule was made by Spindel, seconded by Valencia.

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

Approval of 2020 Per Capita Grant Application

A motion to approve the 2020 Illinois Per Capita Grant Application was made by Valencia, seconded by Bermejo.

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

Approval of Trustee Service for American Library Association Division Councilor for United for Libraries

A motion to approve the Trustee Service for Kathryn Spindel for the American Library Association Division Councilor for United for Libraries was made by Prodehl, seconded by Kalnicky.

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

LIBRARY PROJECTS

Executive Director provided an update on Meeting Room C. The carpet, painting and the majority of the electrical work has been completed. Work will continue on Saturday. The tentative completion date is still November 1.

CORRESPONDENCE

The Chicago Tribune published an article about the new role of libraries for patrons.

Trustee Newell sent an invitation to the Bolingbrook Christian Clergy Association's Thanksgiving event on Tuesday, November 26 at New Hope Baptist Church.

TREASURER'S REPORT

Jennie Nguyen included a memo regarding an update to the Revenue and Expenditure Report of the Treasurer's Report.

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

BILLS FOR APPROVAL

Bills Paid Report – October, 2019

Bills paid for the month of October in the amount of \$72,132.11 was presented for approval. Motion to approve was made by Kalnicky, seconded by Valencia.

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

Bills Payable Report – October, 2019

Bills payable for the month of October in the amount of \$180,625.33 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 – October, 2019

Mills discussed the TIF meetings in Romeoville.

Pinnacle Library Road Trip in September was hugely successful. Pinnacle plans on implementing another road trip imitative next year.

UNFINISHED BUSINESS

None.

REPORTS

Building – None.

Finance – The Liaisons will be meeting on Monday, October 21.

Strategic Plan – The Liaisons met with the Goal Team Owners on Tuesday, October 15. The Objective Implementation Status Reports were handed out to the Board. All objectives have been met. In addition, Communications Manager Melissa Bradley shared her 50<sup>th</sup> Anniversary Special Initiatives Plan to celebrate the library's golden anniversary. This concludes our Strategic Plan and it is anticipated that we will begin the process for a new one towards the end of calendar year 2020.

Personnel – None.

## ANNOUNCEMENTS

The Community Service Council is hosting their annual Take Back the Night on Tuesday, October 26 at 6 p.m. This year's theme is superheroes.

The Bolingbrook Lions Club is hosting a Soup Crawl on Saturday, November 19 at the Promenade.

The Village of Bolingbrook has formed a Census Committee. Adult and Teen Services Manager Debra Dudek will be the library's representative.

Executive Director Mills and several staff are attending the upcoming 2019 Illinois Library Association Annual Conference. Melissa Bradley, Debra Dudek, and Lea Pottle will all be presenting at the conference. Tasos Priovolos will be assisting with ATLAS as well at the conference.

## ADJOURNMENT

A consensus was taken and the Board adjourned at 8:42 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  
FOUNTAINDALE PUBLIC LIBRARY DISTRICT  
WILL AND DUPAGE COUNTIES, ILLINOIS