

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

ABSENT

Trustees Kathryn Spindel and Ruth Newell.

Trustee Spindel had a family obligation and was unable to attend.

Trustee Newell had a work obligation and was unable to attend.

FOUNTAINDALE STAFF PRESENT

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

PUBLIC PRESENT

The following public was present: Jody Hargett, Joseph Olsen and Andrew Kim.

AGENDA APPROVAL

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

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

MINUTES OF THE BOARD MEETING – October 17, 2019

The minutes of the board meeting held October 17, 2019 were presented. Danhof noted an amendment that added the phrase “from the General Fund Balance” to the section titled “Presentation on and Approval of Bond Refinancing Scenario.” A motion to approve the minutes as amended was made by Kalnicky, seconded by Prodehl. Minutes were approved as amended.

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

COMMENTS FROM THE PUBLIC

Trustee Joseph Olsen from the Bartlett Public Library introduced himself to the Board. Mr. Olsen is a new trustee and is visiting other libraries. The Board welcomed him.

FRIENDS OF THE LIBRARY

Jody Hargett gave the Board an update on the Friends. After the Fall Book Sale, the Friends reorganized the back of the Book Cellar to make more room for donations. Currently new donations are going down, which is typical after a book sale. Sales in the Book Cellar have been going up and down. The Spring Book Sale has been scheduled for April 3-5, 2020.

NEW BUSINESS

Approval of Ordinance 2019-9 – Tax Levy Ordinance

A motion to approve Ordinance 2019-9 Tax Levy Ordinance was made by Valencia, seconded by Bermejo.

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

Report from PMA Securities on Series 2019 Bond Sale

Andrew Kim from PMA Securities delivered a report on the Series 2019 Bond Sale. Kim reported that the sale went very well and that the District's contribution from the General Fund Balance was \$375,000 for the Bond refinancing.

Approval of Resolution 2019-12 – Resolution Regarding the Issuance of Non-Resident Library Cards

Mills discussed that every public library is required to choose whether to participate or not with regards to issuing non-resident library cards.

A motion to approve Resolution 2019-12 – Resolution Regarding the Issuance of Non-Resident Library Cards was made by Kalnicky, seconded by Valencia.

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

Approval of Statement of Receipts and Disbursements Fiscal Year 2018/2019

A motion to approve the Statement of Receipts and Disbursements for Fiscal Year 2018/2019 was made by Prodehl, seconded by Valencia.

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

Approval of Revised Study Room Policy

Mills noted that the draft revision of the Study Room Policy incorporates changing the reservation time from 72 hours in advance to 24 hours in advance. This draft revision also provides for non-residents to make reservations 24 hours in advance. This suggested change brings this policy into alignment with our Studio 300 Policy.

A motion to repeal the existing Study Room Policy and to approve the revised Study Room Policy was made by Valencia, seconded by Bermejo.

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

Approval of Notary Services Policy

Mills reported that this draft policy establishes the guidelines and parameters by which our District would offer Notary Services for our patrons. This draft policy provides that notary services would be provided in accordance with the Illinois Notary Public Handbook, which is published by the Office of the Secretary of State.

A motion to approve the Notary Services Policy was made by Prodehl, seconded by Valencia.

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

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 Kalnicky, seconded by Valencia.

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

LIBRARY PROJECTS

Approval of Change Order #2 for 2nd Floor Meeting Room Project

Mills reported that this change order provides for changes to the acoustical panels in Meeting Room C. The change order was created after consultation with the on-site Superintendent from Walter Daniels and our architectural firm Sheehan Nagle Hartray.

The proposed cost to the library is \$2,158.20

A motion to approve Change Order #2 for the 2nd Floor Meeting Room Project was made by Prodehl seconded by Valencia.

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

CORRESPONDENCE

State Representative John Connor sent Marianne Thompson a thank you letter for the library's participation in the annual Senior Celebration.

TREASURER'S REPORT

The Treasurer's Report for October, 2019 was presented by Vice President Kalnicky and will be filed for audit.

BILLS FOR APPROVAL

Bills Paid Report – November, 2019

Bills paid for the month of November in the amount of \$56,298.69 was presented for approval. Motion to approve was made by Kalnicky, seconded by Bermejo.

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

Bills Payable Report – November, 2019

Bills payable for the month of November in the amount of \$300,182.15 was presented for approval. Motion to approve was made by Prodehl, seconded by Valencia.

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

DIRECTOR'S REPORT – November, 2019

Mills reported that the full LIRA (Libraries of Illinois Risk Agency) membership met to discuss our insurance renewal for property/casualty and workers compensation for the coming year. Insurance costs for property insurance have been trending very high, particularly in the Midwest. LIRA's team spoke with approximately 50 carriers in an effort to get the best deal.

To date LIRA has returned approximately \$250,000 in surplus to its members. These funds would otherwise have stayed with the insurance carriers. LIRA has also grown 133% since inception, and we are now up to 56 member libraries. Our library is a founding member of LIRA, and Mills noted that he has served as an Executive Committee member since LIRA's inception as well.

Mills also reported that he was re-elected for a three year term to the LIRA Executive Committee.

Mills discussed the Fine Free Presentation that was included at the end of the Director's Report. Discussion ensued on the presentation. Mills will bring draft policies for consideration to the December Board Meeting.

UNFINISHED BUSINESS

None.

REPORTS

Building – None.

Finance – The Liaisons met in late October with various representatives from Wintrust Bank. Reports were distributed.

Strategic Plan – None.

Personnel – None.

ANNOUNCEMENTS

The Bolingbrook Christian Clergy Association is hosting their annual Thanksgiving event on Tuesday, November 26 at New Hope Baptist Church.

ADJOURNMENT

A consensus was taken and the Board adjourned at 8:02 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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