

MINUTES OF A REGULAR MEETING OF
THE BOARD OF TRUSTEES OF
THE FOUNTAINDALE PUBLIC LIBRARY DISTRICT
WILL AND DUPAGE COUNTIES, ILLINOIS
HELD DECEMBER 19, 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, December 19, 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, Ruth Newell, Celeste Bermejo and Margaret (Peggy) Danhof.

ABSENT

Trustee Marcelo Valencia

FOUNTAINDALE STAFF PRESENT

The following staff was present: Paul Mills, Juanita Lennon, Nancy Korczak, Lea Pottle, Amina Ali, Marianne Thompson, Jeffrey Fisher, Joyce Arellano, Jake Luce, Melissa Luce, Sarah Dolley, Carolyn Boyer, and Marleigha Evans.

PUBLIC PRESENT

The following public was present: Jorge Ortiz, Peter Thompson, Eric Thompson, Cory Dolley, Matt Lennon and Aria Lennon.

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

MINUTES OF THE BOARD MEETING – December 19, 2019

The minutes of the board meeting held December 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, Newell, Bermejo, Danhof
NAYES: None
ABSENT: Valencia

EMPLOYEE RECOGNITION

President Danhof recognized Juanita Lennon for her ten years of service and presented her an award. Danhof also recognized Sarah Dolley for her 15 years of service and presented her with an award.

COMMENTS FROM THE PUBLIC

No comments were made.

FRIENDS OF THE LIBRARY

Jody Hargett was ill and unable to attend the meeting.

NEW BUSINESS

Approval of Proclamation Recognizing and Honoring the Career of Marianne Thompson After 30 Years of Service

President Danhof and Vice President Kalnicky presented Marianne Thompson a proclamation honoring her.

A motion to approve the Proclamation recognizing and honoring the career of Marianne Thompson after 30 years of service was made by Kalnicky, seconded by Spindel.

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

Approval of Revised Capital Assets Replacement and Improvement Plan for Special Reserve Fund

Jorge Ortiz from Tria Architecture discussed the new Capital Assets Replacement and Improvement Plan that was created for the library. This plan will serve as a guide for the next 20 years. Mills discussed how this plan also incorporates work from IT Savvy to incorporate needed network and related improvements as well.

A motion to repeal the existing Capital Assets Replacement and Improvement Plan and to approve the revised Capital Assets Replacement and Improvement Plan for the Special Reserve Fund was made by Newell, seconded by Spindel.

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

Approval of Revised Circulation Policy and Revised Circulation Policy Appendix 1 and Appendix 2

Mills discussed that the main change to this policy and the two appendices was to make them fine free. Other changes related to going fine free have been incorporated as well.

A motion to repeal the existing Circulation Policy and Circulation Policy Appendices 1 and 2 and approve the revised Circulation Policy and Circulation Policy Appendices 1 and 2 was made by Kalnicky, seconded by Newell.

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

Approval of Revised Studio 300 Policy

Mills discussed that the main change to this policy was to make it fine free. Another key change was to emphasize the do it yourself aspect of Studio 300's maker capabilities.

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

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

Approval of Change Order #1 for Outreach Bookmobile

Mills discussed that the key changes in this order were the removal of the carpet runners and the task chairs and the addition of more interior lighting. The carpet runners and the task chairs will instead be provisioned through our regular library suppliers.

A motion to approve Change Order #1 for the Outreach Bookmobile for \$755 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 2020 Illinois Library Association Trustee Forum Workshop – March 14, 2020

A motion to approve the request to travel for Trustees to the 2020 Illinois Library Association Trustee Forum Workshop on March 12, 2020 in Oak Brook was made by Newell, seconded by Spindel.

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

LIBRARY PROJECTS

Approval of Business Office Systems Proposal for Furniture for the 3rd Floor

This proposal from Business Office Systems would provide additional tables and chairs that would be used by our patrons on the 3rd Floor. The cost of this proposal is \$15,293.93. The Building Fund has approximately \$10,700.

A motion to approve the Business Office Systems Proposal for Furniture for the 3rd Floor to be paid from the Building Fund and the remainder not covered by the Building Fund from other funds was made by Spindel, seconded by Kalnicky.

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

CORRESPONDENCE

The Bolingbrook Chamber of Commerce Annual State of the Village Luncheon will be on Thursday, January 16, 2020 at the Bolingbrook Golf Club at noon.

TREASURER'S REPORT

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

BILLS FOR APPROVAL

Bills Paid Report – December, 2019

Bills paid for the month of December in the amount of \$56,296.49 was presented for approval. Motion to approve was made by Spindel, seconded by Bermejo.

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

Bills Payable Report – December, 2019

Bills payable for the month of December in the amount of \$215,576.26 was presented for approval. Motion to approve was made by Kalnicky, seconded by Spindel.

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

DIRECTOR'S REPORT – December, 2019

Director Mills reported that the Meeting Room C renovation has been completed. During the final walk through with the contractor, a few things were identified including a few issues with the carpeting and related trim. A missing acoustical panel should be delivered next week. Meeting Room C will be available to patrons in January.

Mills also introduced Joyce Arellano, Children's Services Manager and Amina Ali, Circulation Manager.

UNFINISHED BUSINESS

Approval of Final Approval of Request to Travel for Trustees to 2020 American Library Association Midwinter Meeting in Philadelphia, PA – January 24-28, 2020

A motion for final approval of the request to travel for Trustees to the 2020 American Library Association Midwinter Meeting in Philadelphia, PA during January 24-28, 2020 was made by Kalnicky, seconded by Bermejo.

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

REPORTS

Building – None.

Finance – None.

Strategic Plan – None.

Personnel – None.

ANNOUNCEMENTS

Trustee Newell invited the Board to attend the Coretta Scott King Awards Breakfast in Chicago at 6 a.m. in June, 2020.

Newell also shared that she is the new pastor at Greenleaf Church.

EXECUTIVE SESSION

A motion was made by Spindel, seconded by Kalnicky, to enter Executive Session at 7:55 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 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 Kalnicky, seconded by Newell, to return to Open Session at 8:07 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 Kalnicky, seconded by Bermejo.

AYES: Kalnicky, Spindel, Newell, Bermejo, Danhof
NAYES: Prodehl
ABSENT: Valencia

ADJOURNMENT

A consensus was taken and the Board adjourned at 8:12 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