

MINUTES OF A REGULAR MEETING OF
THE BOARD OF TRUSTEES OF
THE FOUNTAINDALE PUBLIC LIBRARY DISTRICT
WILL AND DUPAGE COUNTIES, ILLINOIS
HELD JUNE 17, 2021
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, June 17, 2021 at 7 p.m.

CALL TO ORDER

The meeting was called to order at 7 p.m. by President Robert Kalnicky.

ROLL CALL

The roll was called by recorder, Juanita Lennon, and a quorum was established.

PRESENT

Present at roll call were Marcelo Valencia, Celeste Bermejo, Kathryn Spindel, Ruth Newell, Bobby Armstrong, Jennifer Korb Waldorf and Robert Kalnicky.

ABSENT

None.

FOUNTAINDALE STAFF PRESENT

The following staff was present: Paul Mill and Juanita Lennon.

Nancy Korczak and Christopher Halverson were present via Zoom.

PUBLIC PRESENT

The following public was present: Jody Hargett, Ron McGrath, and Jennie Mills.

Elisa Medina was present via Zoom.

AGENDA APPROVAL

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

AYES: Valencia, Bermejo, Spindel, Newell, Armstrong, Korb Waldorf, Kalnicky
NAYES: None
ABSENT: None

MINUTES OF THE BOARD MEETING – May 20, 2021

The minutes of the board meeting held May 20, 2021 were presented. A motion to approve the minutes was made by Armstrong, seconded by Valencia. Minutes were approved as read.

AYES: Valencia, Bermejo, Spindel, Newell, Armstrong, Korb Waldorf, Kalnicky
NAYES: None
ABSENT: None

EMPLOYEE RECOGNITION

President Kalnicky recognized Christopher Halverson for his 20 years of service and presented him with a certificate, keychain and gift.

COMMENTS FROM THE PUBLIC

No comments were made.

FRIENDS OF THE LIBRARY

Jody Hargett updated the Board. The Friends have been busy cleaning up their inventory. The Friends would like to extend their thanks to the Building Operations Department, especially Tasos Priovolos and John Hodur. They have been very helpful with the Friends work.

The Friends will have a tent set up at the end of Summer Adventure event on Monday, July 26. The Friends will be selling children’s books and DVDs.

NEW BUSINESS

Approval of Updated Salary Structure for Fiscal Year 2022

Mills reported that the proposed salary structure increases the midpoint and maximum by 2%.

A motion to approve the salary structure for Fiscal Year 2022 with implementation to be effective as of July 1, 2021 was made by Newell, seconded by Korb Waldorf.

AYES: Valencia, Bermejo, Spindel, Newell, Armstrong, Korb Waldorf, Kalnicky
NAYES: None
ABSENT: None

Approval of Merit Increase for Fiscal Year 2022

Mills discussed that this recommendation is a continuation of the District's multi-year effort to adjust to changes in the minimum wage as well as to continue the merit increase component.

A motion to approve the standard merit increase of 2% or 85 cents per hour, whichever is greater, to 3% or \$1.00 per hour, whichever is greater, for Fiscal Year 2022 and to approve a standard merit bonus of 2% or 85 cents per hour, whichever is greater, to 3% or \$1.00 per hour, whichever is greater, for Fiscal Year 2022 for staff at or over their position's maximum salary was made by Valencia, seconded by Bermejo.

The level of the merit increase and the merit bonus require reaching the appropriate score in performance evaluation system in order to be granted.

AYES: Valencia, Bermejo, Spindel, Newell, Armstrong, Korb Waldorf, Kalnicky
NAYES: None
ABSENT: None

Approval of Working Budget for Fiscal Year 2022

Mills discussed several line items in the proposed working budget and highlighted several anticipated building and IT projects.

A motion to approve the working budget for Fiscal Year 2022 was made by Spindel, seconded by Newell.

AYES: Valencia, Bermejo, Spindel, Newell, Armstrong, Korb Waldorf, Kalnicky
NAYES: None
ABSENT: None

Approval of Ordinance 2021-1 – Ordinance Transferring Funds to Special Reserve Fund

Mills reviewed that this ordinance would transfer \$1,000,000 to the Special Reserve Fund. Mills also discussed the Board approved plan for the Special Reserve Fund.

A motion to approve Ordinance 2021-1 – Ordinance Transferring Funds to the Special Reserve Fund was made by Armstrong, seconded by Korb Waldorf.

AYES: Valencia, Bermejo, Spindel, Newell, Armstrong, Korb Waldorf, Kalnicky
NAYES: None
ABSENT: None

Approval of Resolution 2021-2 – Resolution Approving Authorized Signers for the Naperville Bank & Trust Safe Deposit Box

Mills reviewed that this resolution updates the names for the Board President and Board Vice President for access to the safe deposit box for the District. Trustee Newell discussed that staff members retained the keys to the box.

A motion to approve Resolution 2021-2 – Resolution Approving Authorized Signers for the Naperville Bank & Trust Safe Deposit Box was made by Valencia, seconded by Armstrong.

AYES: Valencia, Bermejo, Spindel, Newell, Armstrong, Korb Waldorf, Kalnicky
NAYES: None
ABSENT: None

Approval of Bee Liner Lean Services, Inc. Bid for Lower Level Renovations

Principal Architect Ron McGrath from Tria Architecture spoke about the Lower Level Renovations project. Tria Architecture has recommended Bee Liner Lean Services Inc. as the lowest responsible bidder.

A motion to approve Bee Liner Lean Services, Inc. bid for Lower Level renovations was made by Spindel, seconded by Korb Waldorf.

AYES: Valencia, Bermejo, Spindel, Newell, Armstrong, Korb Waldorf, Kalnicky
NAYES: None
ABSENT: None

Approval of Tria Architecture Proposal for Professional Services – Exterior Lighting Replacement

Ron McGrath also spoke about the exterior lighting replacement project. Tria Architecture will be providing the design, bidding and construction observation services for this project. Mills discussed that parts are becoming more difficult to acquire and that we anticipate savings in our electric bill.

A motion to approve Tria Architecture Proposal for professional services for exterior lighting replacement was made by Spindel, seconded by Bermejo.

AYES: Valencia, Bermejo, Spindel, Newell, Armstrong, Korb Waldorf, Kalnicky
NAYES: None
ABSENT: None

Approval of Revised Fountaindale Public Library District Trustee Ethics Policy

Newell discussed the changes in the proposed revision of the Trustee Ethics Policy.

A motion to approve the revised Fountaindale Public Library District Ethics Policy was made by Valencia, seconded by Newell.

AYES: Valencia, Bermejo, Spindel, Newell, Armstrong, Korb Waldorf, Kalnicky
NAYES: None
ABSENT: None

Review of Ordinance 2021-2 – An Ordinance Approving Amendments to the Bylaws of the Board of Trustees of the Fountaindale Public Library District

Retired President Margaret (Peggy) Danhof and Trustee Ruth Newell reviewed the Bylaws and proposed the changes highlighted in yellow. The Bylaws were also reviewed by our attorney.

Per the Bylaws, revisions may not be approved until the succeeding meeting which is in July.

Approval of Revised Board Liaison Descriptions

A motion to approve the revised Board Liaison descriptions including renaming the Personnel Liaison to Internal Board Operations Liaison was made by Newell, seconded by Spindel.

AYES: Valencia, Bermejo, Spindel, Newell, Armstrong, Korb Waldorf, Kalnicky
NAYES: None
ABSENT: None

Approval of Appointment of Secretary Audit Liaisons

The Secretary Audit Liaisons are charged with reviewing the minutes of the Board Meetings of the previous year and to certify that the Board of Trustee records are in order. The review will complete the requirement of the Illinois Public Library Annual Report (IPLAR).

A motion to approve naming Trustee Marcelo Valencia and Trustee Jennifer Korb Waldorf as the 2021 Secretary Audit Liaisons was made by Spindel, seconded by Newell.

AYES: Valencia, Bermejo, Spindel, Newell, Armstrong, Korb Waldorf, Kalnicky
NAYES: None
ABSENT: None

LIBRARY PROJECTS

None.

CORRESPONDENCE

Retired Board President Margaret “Peggy” Danhof sent a thank you card to the Board.

Executive Director Mills distributed a brochure for The Third Institute 2021 Speech Competition (in celebration of Juneteenth). In the brochure, the Third Institute thanked the library for the providing on-site and virtual support for the competition.

TREASURER'S REPORT

The Treasurer's Report for May, 2021 was presented by Treasurer Spindel and will be filed for audit.

BILLS FOR APPROVAL

Bills Paid Report – Post May, 2021

Bills paid for the month of post May in the amount of \$295 was presented for approval. Motion to approve was made by Valencia, seconded by Newell.

AYES: Valencia, Bermejo, Spindel, Newell, Armstrong, Korb Waldorf, Kalnicky
NAYES: None
ABSENT: None

Bills Paid Report – June, 2021

Bills paid for the month of June in the amount of \$57,512.39 was presented for approval. Motion to approve was made by Spindel, seconded by Armstrong.

AYES: Valencia, Bermejo, Spindel, Newell, Armstrong, Korb Waldorf, Kalnicky
NAYES: None
ABSENT: None

Bills Payable Report – June, 2021

Bills payable for the month of June in the amount of \$475,683.90 was presented for approval. Motion to approve was made by Spindel, seconded by Valencia.

AYES: Valencia, Bermejo, Spindel, Newell, Armstrong, Korb Waldorf, Kalnicky
NAYES: None
ABSENT: None

DIRECTOR'S REPORT – May, 2021

Mills discussed library operations now that our state is in Phase 5 of the re-opening plan. All meeting rooms except Meeting Room C will be available for patron reservations beginning on Monday, June 21. The Governor's Disaster Proclamation expires on June 26 and it is unclear if it will be extended.

Mills discussed the Spotify ads and the ads at the Promenade that are promoting the library's eBook and eAudiobook services.

Trustee Newell asked about the Ice Cream Social. Mills discussed that it will not be happening this year, but we are looking forward to resuming it next year in partnership with our Park District.

UNFINISHED BUSINESS

None.

REPORTS

Building – None.

Finance – None.

Strategic Plan – None.

Personnel – The liaison title was switched to Internal Board Operations.

AGENDA BUILDING FOR THE NEXT MEETING

None.

ANNOUNCEMENTS

The Community Service Council will be holding their monthly blood drive.

President Kalnicky announced he just passed his real estate broker license test.

Trustee Korb Waldorf announced that she will be in The Theatre on the Hill's production of Guys and Dolls.

ADJOURNMENT

A motion to adjourn the meeting at 8:08 p.m. was made by Valencia, seconded by Armstrong.

AYES: Valencia, Bermejo, Spindel, Newell, Armstrong, Korb Waldorf, Kalnicky
NAYES: None
ABSENT: None

/s/ Marcelo Valencia
Secretary, Board of Library Trustees
FOUNTAINDALE PUBLIC LIBRARY DISTRICT
WILL AND DUPAGE COUNTIES, ILLINOIS

/s/ Robert A. Kalnicky
President, Board of Library Trustees
FOUNTAINDALE PUBLIC LIBRARY DISTRICT
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