

MINUTES OF A REGULAR MEETING OF  
THE BOARD OF TRUSTEES OF  
THE FOUNTAINDALE PUBLIC LIBRARY DISTRICT  
WILL AND DUPAGE COUNTIES, ILLINOIS  
HELD JUNE 16, 2022  
BOLINGBROOK, ILLINOIS

A meeting of the Board of Trustees of the Fountaindale Public Library District, Will and DuPage Counties, Illinois was held in the Margaret J. "Peggy" Danhof Board Room, 300 West Briarcliff Road, Bolingbrook, Illinois on Thursday, June 16, 2022 at 7 p.m.

CALL TO ORDER

The meeting was called to order at 7:00 p.m. by President Robert Kalnicky.

ROLL CALL

The roll was called by recorder, Lea Pottle, and a quorum was established.

PRESENT

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

ABSENT

None.

FOUNTAINDALE STAFF PRESENT

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

Nancy Korczak was also present online.

PUBLIC PRESENT

The following public was present: Jody Hargett, Jennie Mills, Otis Gatlin and the Newell Family.

AGENDA APPROVAL

Following the Pledge of Allegiance, Kalnicky asked for a motion to approve the agenda and move New Business Action Item E, Proclamation Honoring Ruth Newell’s Years of Service as a Library Trustee, to the first New Business Item. A motion was made by Spindel, seconded by Armstrong.

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

MINUTES OF THE BOARD MEETING – May 19, 2022

The minutes of the board meeting held May 19, 2022 were presented. A motion to approve the minutes was made by Spindel, seconded by Bermejo. Minutes were approved as read.

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

COMMENTS FROM THE PUBLIC

None.

FRIENDS OF THE LIBRARY

Jody Hargett commented on how successful the Ice Cream Social was for the Friends. They received \$49.50 in book sales. Treasurer, Jane Krzyzanski, has turned in her resignation due to health reasons. The Friends will be looking for a replacement. Secretary Terri O’Toole created bookmarks with the Book Cellar hours listed to be used to get the word out. The Book Cellar will be open on Thursday evenings, 4:00-8:00, for June, to see if evening hours are successful.

NEW BUSINESS

Approval of Proclamation Honoring Ruth Newell’s Years of Service as a Library Trustee

Kalnicky read a letter from Margaret J. (Peggy) Danhof, former Board President, wishing Trustee Newell well. Kalnicky read the Proclamation Honoring Ruth Newell’s Years of Service as a Library Trustee and presented her with an award recognizing this achievement. Trustee Newell thanked the Board and reflected on her years of service.

A motion to approve Proclamation Honoring Ruth Newell’s Years of Service as a Library Trustee was made by Siska, seconded by Valencia.

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

Approval of Updated Salary Structure and Salary Adjustment for Fiscal Year 2023

Mills reported that the proposed salary structure increases the midpoint by 7%. Mills also noted that there would be 19 staff members who would fall below the minimum for their pay grade in the Salary Structure for Fiscal Year 2023. The cost to bring these employees up to the minimum of their pay grade is \$5,547.00. Mills also recommended a \$1.00/hour increase for all staff (excluding the executive director) to ensure that we continue to offer competitive salaries for our staff. A uniform adjustment such as this will help prevent compression in our salary structure.

A motion to approve the updated salary structure for Fiscal Year 2023 and the \$1.00/hour increase for all staff excluding the executive director, with implementation to be effective as of July 10, 2022, was made by Newell, seconded by Spindel.

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

Approval of Merit Increase for Fiscal Year 2023

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 a standard merit increase of 4% or \$1.00 per hour, whichever is greater, to 5% or \$1.25 per hour, whichever is greater, for Fiscal Year 2023 and to approve a standard merit bonus of 4% or \$1.00 per hour, whichever is greater, to 5% or \$1.25 per hour, whichever is greater, for Fiscal Year 2023 for staff at or over their position’s maximum salary. The level of the merit increase and the merit bonus require reaching the appropriate score in the performance evaluation system in order to be granted. was made by Valencia, seconded by Newell.

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

Approval of Working Budget for Fiscal Year 2023

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

A motion to approve the working budget for Fiscal Year 2023 was made by Spindel, seconded by Newell.

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

Approval of Ordinance 2022-2 – Ordinance Transferring Funds to Special Reserve Fund

Mills reviewed that this ordinance would transfer \$1,000,000 to the Special Reserve Fund.

A motion to approve Ordinance 2022-2– Ordinance Transferring Funds to the Special Reserve Fund was made by Newell, seconded by Spindel.

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

LIBRARY PROJECTS

Mills presented updates to the delivery schedule for the materials needed for the Exterior Lighting Project.

CORRESPONDENCE

A letter was received from Trustee Ruth Newell announcing her retirement from the Board of Trustees of the Fountaindale Public Library District.

The Board received a Save the Date flyer for the CSC Safari Gala 2022, “Wild About the CSC”. This will be an in person fundraising event to be held on Friday September 16, 2022.

TREASURER'S REPORT

The Treasurer's Report for May, 2022 was presented by Trustee Spindel and will be filed for audit.

BILLS FOR APPROVAL

Bills Paid Report – June, 2022

Bills paid for the month of June in the amount of \$52,961.70 was presented for approval. Motion to approve was made by Newell, seconded by Armstrong.

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

Bills Payable Report – June, 2022

Bills payable for the month of June in the amount of \$271,115.07 was presented for approval. Motion to approve was made by Newell, seconded by Valencia.

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

## DIRECTOR'S REPORT – May, 2022

Mills discussed that the Pinnacle Library Cooperative celebrated its 10-year anniversary on June 14, 2022.

Mills reported that all staff and Board members will need to use two-factor authentication when accessing their Fountaindale Public Library email accounts. This step is required for the District's Cyber Liability insurance policy.

Mills commented that the Ice Cream Social was successful. Korczak mentioned that 300 people signed up for Summer Adventure during the event.

## UNFINISHED BUSINESS

None.

## REPORTS

Building – None.

Finance – None.

Strategic Plan – Trustee Bermejo commented that the strategic planning team is working on the draft plan.

Internal Board Operations – None.

## AGENDA BUILDING FOR THE NEXT MEETING

None.

## ANNOUNCEMENTS

Trustee Newell reminded everyone that the Juneteenth Celebration for Bolingbrook will be held on Saturday, June 18th. The Celebration for Joliet will be held on Sunday, June 19th.

President Kalnicky announced that his daughter got married on Tuesday, June 14th, during a private ceremony in Hawaii.

ADJOURNMENT

A motion to adjourn the meeting at 7:47 p.m. was made by Newell, seconded by Valencia.

AYES: Valencia, Bermejo, Spindel, Newell, Armstrong, Siska, 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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