

MINUTES OF A REGULAR MEETING OF
THE BOARD OF TRUSTEES OF
THE FOUNTAINDALE PUBLIC LIBRARY DISTRICT
WILL AND DUPAGE COUNTIES, ILLINOIS
HELD JUNE 15, 2023
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 15, 2023 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, Bobby Armstrong, Sarah Siska, Meraj Alam, and Robert Kalnicky.

ABSENT

None.

FOUNTAINDALE STAFF PRESENT

The following staff was present: Paul Mills, Juanita Lennon, Lea Pottle and Tasos Priovolos.

Nancy Korczak was present online.

PUBLIC PRESENT

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

AGENDA APPROVAL

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

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

MINUTES OF THE BOARD MEETING – May 18, 2023

The minutes of the board meeting held May 18, 2023 were presented. A motion to approve the minutes was made by Spindel, seconded by Bermejo. Minutes were approved as read.

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

COMMENTS FROM THE PUBLIC

No comments were made.

FRIENDS OF THE LIBRARY

Jody Hargett reported that the Friends made \$85 in sales at the Ice Cream Social. Children's books and gardening books were featured. The Friends passed out many free book coupons vouchers out for the Summer Adventure program. The vouchers expire on October 31.

NEW BUSINESS

Presentation by James Garabedian of THG Financial Strategies on Executive Plans

Mr. James Garabedian of THG Financial Strategies presented options for Executive Plans and discussed how they worked.

Presentation by Ron McGrath of Tria Architecture on Proposed Grounds, Parking Lot, Walkway, Vehicle Charging Stations, Interior Lighting and 3rd Floor Projects

Ron McGrath of Tria Architecture presented the Board with proposed projects for the northwest parking lot drainage issue, the complete mill and overlay of the parking lot, the replacements of the concrete entry walkway, the installation of vehicle charging stations, the replacement of interior lighting in staff areas, and the reconfiguration of the Quiet Reading Room, Quiet Study Room and Local History Room on the 3rd Floor.

Approval of Tria Architecture Proposal for Professional Services – North Parking Lot Drainage Renovations

This proposal from Tria includes the design, bidding and construction observation services.

A motion to approve the Tria Architecture proposal for professional services for the north parking lot drainage renovations was made by Armstrong, seconded by Siska.

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

Approval of Tria Architecture Proposal for Professional Services – Mill and Overlay of Existing Parking Lot

This proposal from Tria includes the design, bidding and construction observation services.

A motion to approve the Tria Architecture proposal for professional services for mill and overlay of the existing parking lot was made by Spindel, seconded by Valencia.

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

Approval of Tria Architecture Proposal for Professional Services – EV Charging Stations

This proposal from Tria includes the design, bidding and construction observation services.

A motion to approve the Tria Architecture proposal for professional services for eight EV (Electric Vehicles) charging stations in two locations within the parking lot was made by Armstrong, seconded by Alam.

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

Approval of Tria Architecture Proposal for Professional Services – Entry Sidewalk Replacement

This proposal from Tria includes the design, bidding and construction observation services.

A motion to approve the Tria Architecture proposal for professional services for the entry sidewalk replacement was made by Valencia, seconded by Spindel.

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

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

This proposal from Tria includes the design, bidding and construction observation services.

A motion to approve the Tria Architecture proposal for professional services for the replacement of interior lighting of staff spaces was made by Siska, seconded by Armstrong.

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

Approval of Tria Architecture Proposal for Professional Services – Quiet Room Interior Design

This proposal from Tria includes the design, bidding and construction observation services for renovation of the Quiet Reading Room, renovation of the existing Local History Room into a meeting room space and renovation of the existing Quiet Study Room into the new Local History Room.

A motion to approve the Tria Architecture for professional services for the Quiet Room interior design was made by Bermejo, seconded by Valencia.

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

Approval of Updated Salary Structure and Salary Adjustment for Fiscal Year 2024

Mills discussed the updated salary structure which moves the midpoint by 10%. The updated salary structure also includes a \$1/hour increase for all staff excluding the Executive Director to keep pace with the increased minimum wage requirement and to avoid compression in our salary scale.

A motion to approve the updated salary structure for Fiscal Year 2024 and the \$1/hour increase for all staff excluding the Executive Director with the implementation to be effective as of July 10, 2023 was made by Spindel, seconded by Armstrong.

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

Approval of Merit Increase for Fiscal Year 2024

Mills discussed the proposed merit increase structure for Fiscal Year 2024, which is the same as last year's structure.

A motion to approve the standard merit increase of 4% or \$1 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 per hour, whichever is greater, to 5% or \$1.25 per hour, whichever is greater, for Fiscal Year 2024 for staff at or over their position's maximum salary was made by Siska, seconded by Spindel.

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

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

Approval of Working Budget for Fiscal Year 2024

Mills discussed the proposed Working Budget for Fiscal Year 2024. The proposed budget includes funding for the capital projects discussed earlier in the meeting. The proposed budget also includes an upgrade to the security camera system and replacement funds for the phone system. It also provides for three new positions – one in Childrens Services, one in Outreach Services and one in Collection Services.

A motion to approve the working budget for Fiscal Year 2024 was made by Valencia, seconded by Armstrong.

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

Approval of Ordinance 2023-2 – Ordinance Transferring Funds to Special Reserve Fund

Mills discussed that this ordinance ensures we have proper fund balances.

A motion to approve Ordinance 2023-2 – Ordinance transferring \$2,500,000 from the General Fund to the Special Reserve Fund was made by Spindel, seconded by Valencia.

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

Approval of Resolution 2023-2 – Resolution Authorizing Intervention in Certain Tax Appeal Cases

Mills reported that this resolution enables Tressler LLP to continue to represent the District in tax appeal cases.

A motion to approve Resolution 2023-2 – Resolution authorizing intervention in certain tax appeal cases was made by Valencia, seconded by Spindel.

AYES: Valencia, Bermejo, Spindel, Armstrong, Siska, Alam, Kalnicky
NAYES: None
ABSNT: None

LIBRARY PROJECTS

The exterior lighting project is near completion. Facilities Manager Tasos Priovolos is still working on software programming.

CORRESPONDENCE

Executive Director Mills received a letter from the Secretary of State’s Office. The letter awards the library with Fiscal Year 2023 Per Capita Grant in the amount of \$98,897.28.

TREASURER'S REPORT

The Treasurer's Report for May, 2023 presented by Treasurer Spindel and will be filed for audit.

BILLS FOR APPROVAL

Bills Paid Report – June, 2023

Bills paid for the month of June in the amount of \$48,303.81 was presented for approval. Motion to approve was made by Siska, seconded by Valencia.

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

Bills Payable Report – June, 2023

Bills payable for the month of June in the amount of \$346,982.11 was presented for approval. Motion to approve was made by Armstrong, seconded by Siska.

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

DIRECTOR'S REPORT – May, 2023

Mills reported that the legislature passed several laws this year that impact libraries. Mills noted that the Secretary of State and State Librarian is authorized to negotiate eBook prices on behalf of all libraries in the State. The legislature also passed an anti-book ban law that is tied to Per Capita Grant funding.

Mills also reported that many of his representative duties are ending soon, including serving as Pinnacle Library Cooperative Chair and Bolingbrook Rotary Club President. Mills continues to serve as the Illinois Library Association Chapter Counselor for the American Library Association and as Chair of the Libraries of Illinois Risk Agency.

UNFINISHED BUSINESS

None.

REPORTS

Building – None.

Finance – None.

Strategic Plan – The liaisons plan to schedule a meeting soon.

Internal Board Operations – None.

AGENDA BUILDING FOR THE NEXT MEETING

None.

ANNOUNCEMENTS

The Board wished everyone a Happy Father's Day.

Heart Haven Outreach's annual Golf Gala Dinner is on Thursday, July 13.

President Kalnicky asked the Board to save the date for the Community Service Council's Gala on CSC Gala Friday, September 8.

Bolingbrook Juneteenth Celebration will be on Saturday, June 17 from 2–10 p.m. at the Bolingbrook Performing Arts Center.

The Village Picnic will take place on Sunday, June 25.

EXECUTIVE SESSION

A motion was made by Armstrong, seconded by Valencia, to enter Executive Session at 8:19 p.m. for Personnel 5 ILCS 120/2 (c) (1) “The appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee of the public body or against legal counsel for the public body to determine its validity.”

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

A motion was made by Siska, seconded by Valencia, to return to Open Session at 8:44 p.m.

OPEN SESSION

APPROVAL OF EXECUTIVE DIRECTOR COMPENSATION ADJUSTMENT

A motion to approve a 5% increase for Executive Director Paul Mills was made by Valencia, seconded by Alam.

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

ADJOURNMENT

A motion to adjourn the meeting at 8:47 p.m. was made by Armstrong, seconded by Valencia.

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