

MINUTES OF A REGULAR MEETING OF
THE BOARD OF TRUSTEES OF
THE FOUNTAINDALE PUBLIC LIBRARY DISTRICT
WILL AND DUPAGE COUNTIES, ILLINOIS
HELD DECEMBER 21, 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, December 21, 2023 at 7 p.m.

CALL TO ORDER

The meeting was called to order at 7 p.m. by President Celeste Bermejo.

ROLL CALL

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

PRESENT

Present at roll call were Kathryn Spindel, Sarah Siska, Jim Daunis Jr. and Celeste Bermejo.

ABSENT

Trustee Marcelo Valencia, Trustee Meraj Alam and Trustee Bobby Armstrong

Trustee Valencia and Trustee Alam were out of state and unable to attend the meeting. Trustee Armstrong notified President Bermejo prior to the meeting that he would be unable to attend.

FOUNTAINDALE STAFF PRESENT

The following staff was present: Paul Mills, Juanita Lennon, Patrick Clemens, Lea Pottle and Adriana Alvarez.

Nancy Korczak was present online.

PUBLIC PRESENT

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

AGENDA APPROVAL

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

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

MINUTES OF THE LOCAL GOVERNMENT EFFICIENCY ACT DECENNIAL COMMITTEE MEETING – November 16, 2023

The minutes of the Local Government Efficiency Act Decennial Committee meeting held November 16, 2023 were presented. A motion to approve the minutes was made by Daunis, seconded by Spindel. Minutes were approved as read.

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

MINUTES OF THE BOARD MEETING – November 16, 2023

The minutes of the board meeting held November 16, 2023 were presented. A motion to approve the minutes was made by Daunis, seconded by Siska. Minutes were approved as read.

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

EMPLOYEE RECOGNITION

President Bermejo recognized Patrick Clemens for his five years of service and presented him with an award. The Board congratulated Clemens.

COMMENTS FROM THE PUBLIC

No comments were made.

FRIENDS OF THE LIBRARY

Jody Hargett updated the Board. The Book Cellar has had good sales this past month. The Nook is doing well too. Hargett commented that lately, the Friends have been receiving lots of newer book donations.

NEW BUSINESS

Approval of Revised Vacation Policy Section in Employee Handbook

Mills and Pottle discussed the proposed changes to the Vacation Policy section of the Employee Handbook. They explained that the changes were designed to ensure that all of our part time staff had sufficient paid time off to meet new legislative requirements.

A motion to repeal the Vacation Policy section of the Employee Handbook and approve the revised Vacation Policy section in the Employee Handbook with an effective date of December 24, 2023 was made by Spindel, seconded by Daunis.

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

Approval of Revised Personal Time Policy Section in Employee Handbook

Mills explained that the proposed changes to the Personal Time section of the Employee Handbook were designed to work along side the proposed changes to the Vacation Policy section.

A motion to repeal the Personal Time Policy section of the Employee Handbook and approve the revised Personal Time Policy section in the Employee Handbook with an effective date of December 24, 2023 was made by Siska, seconded by Daunis.

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

Approval of Resolution 2023-10 – Resolution Adopting the American Library Association Library Bill of Rights Pursuant to Public Act 103-100

Mills reported that this resolution adopting the ALA Bill of Rights meets the compliance requirements of Public Act 103-100. Our Collection Management Policy already commits us to the Bill of Rights in our collection activities, and this resolution solidifies that commitment.

A motion to approve Resolution 2023-10 – Resolution adopting the American Library Association Library Bill of Rights pursuant to Public Act 103-100 was made by Spindel, seconded by Daunis.

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

Approval of Intergovernmental Agreement Between the Bolingbrook Park District and the Fountaindale Public Library District for the Installation of Book Lockers on Bolingbrook Park District Property

Mills reported that this Intergovernmental Agreement is needed for us to place book lockers at the Bolingbrook Recreation and Aquatic Center. The funding for the lockers would come from the ARPA Grant from Will County.

A motion to approve the Intergovernmental Agreement between the Bolingbrook Park District and the Fountaindale Public Library District for the installation of book lockers on the Bolingbrook Park District property was made by Daunis, seconded by Siska.

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

Approval of 2024 Per Capita Grant Application

Mills noted that the grant application specifies that grant funds would be used to purchase additional electronic content.

A motion to approve the 2023 Illinois Per Capita Grant application was made by Daunis, seconded by Siska.

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

Approval of Resolution 2023-11 – Resolution Approving Authorized Signers for the Naperville Bank & Trust Safe Deposit Box

Mills noted that this resolution updates the names for the Board President and Board Vice President for access to the safe deposit box for the District.

A motion to approve Resolution 2023-11 – Resolution approving authorized signers for the Naperville Bank & Trust safe deposit box was made by Daunis, seconded by Spindel.

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

Review of Ordinance 2024-2 – An Ordinance Approving Amendments to the Bylaws of the Board of Trustees of the Fountaindale Public Library District

Spindel reported that the Internal Board Operations Liaisons reviewed the Bylaws and noted one potential change to bring them into compliance with recently passed legislation.

Per the Bylaws, revisions must be presented at one meeting and may only be approved at a subsequent meeting.

LIBRARY PROJECTS

Mills reported that the exterior lighting project has finally been completed and final payment will be released. Mills also reported that the interior staff area lighting bid and the 3rd Floor Renovation bid have been published. Tria Architecture anticipates bringing recommendations for both bids to the February Board Meeting.

Mills reported that the parking lot project will likely commence in late Summer 2024.

Everyone commented on how the beautiful holidays lights were.

CORRESPONDENCE

LIRA (Libraries of Illinois Risk Agency) sent all members letters describing the value of the program and how it operates.

TREASURER'S REPORT

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

BILLS FOR APPROVAL

Bills Paid Report – December, 2023

Bills paid for the month of December 2023 in the amount of \$52,637.22 was presented for approval. Motion to approve was made by Spindel, seconded by Siska.

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

Bills Payable Report – December 21, 2023

Bills payable for the month of December 2023 in the amount of \$434,723.75 was presented for approval. Motion to approve was made by Spindel, seconded by Siska.

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

DIRECTOR'S REPORT – November, 2023

Mills reported that the American Library Association (ALA) Council met in November to approved revised accreditation standards for library science Master's programs. Mills also reported that ALA hopes to have a new Executive Director in place by June.

UNFINISHED BUSINESS

None.

REPORTS

Building – None.

Finance – None.

Strategic Plan – Will reconvene in early 2024.

Internal Board Operations – The Internal Board Operations Liaisons reviewed the Trustee applicant questions and asked for the Board's thoughts on several of the questions. Mills will take the feedback from today and revised the current draft of the questions.

AGENDA BUILDING FOR THE NEXT MEETING

None.

ANNOUNCEMENTS

The State of the Village will be held on Thursday, February 1st at the Bolingbrook Golf Club.

The BOBB Awards will take place on Thursday, April 4th at the Bolingbrook Golf Club.

The VVEEF Annual Dinner & Auction will be in March.

The library is a stop on the Santa Send-off on Friday, December 22.

ADJOURNMENT

A motion to adjourn the meeting at 7:46 p.m. was made by Daunis, seconded by Siska.

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

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

/s/ Celeste M. Bermejo
President, Board of Library Trustees
FOUNTAINDALE PUBLIC LIBRARY DISTRICT
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