

**WHITE OAK LIBRARY DISTRICT  
OCTOBER 22, 2013  
PUBLIC HEARING @ 6:30 PM - REGULAR BOARD MEETING @ 7:00 PM  
ROMEOVILLE BRANCH**

**PUBLIC HEARING – 6:30 P.M. – TRUTH IN TAXATION HEARING**

Vice-President Gordon Butler opened the Truth in Taxation Public Hearing at 6:30 p.m. Board members present: Gordon Butler, Gayle Crompton, Nancy Hackett, and Victor Zack. Ann Lopez-Caneva arrived at 6:32 p.m. Board member(s) absent: Deanna Amann and Christine Siegel.

Public in attendance: Susan Schnittger.

Ms. Schnittger did not address comments regarding the Truth in Taxation Public Hearing. She congratulated the Board on the renovated Lockport Branch, but did voice concerns regarding the entry doors and the Teen Music Night program held at the Lockport Branch. The Board thanked Ms. Schnittger for her continued support of the District and her feedback. Scott Pointon will address the Teen Music Night program concern.

President Ann Lopez-Caneva closed the hearing at 7:00 p.m.

**REGULAR BOARD MEETING**

**CALL TO ORDER**

President Ann Lopez-Caneva called the Regular Board Meeting to order at 7:00 p.m. Board members present: Gordon Butler, Gayle Crompton, Nancy Hackett, Ann Lopez-Caneva, Christine Siegel, and Victor Zack. Board member(s) absent: Deanna Amann.

Public present: Susan Schnittger.

**PUBLIC COMMENTS** – none.

**MINUTES**

*Gayle Crompton moved to approve the September 24, 2013 Regular Board Meeting as presented. Victor Zack seconded the motion. All voted aye. Motion carried.*

**CORRESPONDENCE**

Scott Pointon stated he had been contacted by Mayor Soliman of Crest Hill regarding the American flag flown at the Crest Hill Branch. Mayor Soliman had an individual from a local veteran's group state they believed the flag was not being properly displayed, stating the American flag should be flown higher than any other flag displayed and also placed in the middle if other flags are being flown. Scott Pointon researched the proper flag display and the Crest Hill Branch's American flag is within the standards. Mayor Soliman has been contacted with this information and he will in turn relay the information to the concerned Crest Hill resident.

**TREASURER'S REPORT**

Treasurer Christine Siegel read the Treasurer's Report for August 2013. Cash on hand as of September 1,

2013 was \$4,328,204.39. Income as of September 30, 2013 was \$1,767,449.74. Disbursements as of September 30, 2013 were \$859,120.06. Transfers and adjustments—\$50,362.41 was transferred to the Corporate Fund from the Bond Fund to cover smaller bond invoice payments. Cash on hand as of September 30, 2013 was \$5,236,534.07. Cash on hand in the Bond Accounts was \$2,422,610.14.

***Christine Siegel moved the Board approve the September 2013 Treasurer's Report as presented, with the payments of the October 15, 2013 bills for \$479,613.62, the October 9, 2013 payroll for \$91,483.58, and the October 23, 2013 payroll for \$93,493.62. Gordon Butler seconded the motion. Roll call indicated: Ayes—Gordon Butler, Gayle Crompton, Nancy Hackett, Ann Lopez-Caneva, Christine Siegel, and Victor Zack. Nays—none. Motion carried.***

Personal Property Replacement Tax received to date totaled \$51,422.91. Lockport Township estimates for FY 2013-2014 is \$258,371.45.

2012 Levy Real Estate Distributions and Interest received to date was \$4,384,303.68. Percent received to date is 97.508%.

Current interest rate as of October 22, 2013 for money market accounts are as follows: Harris Bank—0.100% and Illinois Funds—0.013%.

The Board agreed to move the Audit Report to be covered during this portion of the meeting.

#### AUDIT REPORT FY 12 -13

Joe Martin from the firm of Brian Zabel & Associates P.C. presented the annual fiscal report for the fiscal year ending on June 30, 2013. The Board reviewed the audit report. Joe Martin stated his firm presented the District with a clean opinion.

The assets of the District exceeded its liabilities as of June 30, 2013 by \$3,769,406 (net position). Of this amount, \$1,737,331 (unrestricted net position) may be used to meet the District's ongoing obligations to citizens and creditors. The District's total net position decreased by \$712,748. As of June 30, 2013, the District's governmental funds reported combined ending fund balances of \$6,441,457, a decrease of \$9,034,272 in comparison with the prior year.

There is a new account on this year's audit called Deferred Inflows of Resources.

The District ended the fiscal year with Cash and Investments totaled at \$7,415,775. Bond liabilities totaled \$22,975,000, and the Total Net Position ended at \$3,769,406.

Total revenues totaled \$5,387,539 and total expenditures totaled \$14,421,811. The IMRF funding ratio was at 79.64% which is considered to be a good position.

Scott Pointon stated that in the next fiscal year's budget the Audit Fund was reduced to \$1,000.00 to bring it in line with actual expenditures.

Joe Martin stated he found the District to be in a safe, positive fiscal position, with funds being managed in a responsible manner. The Board thanked Mr. Martin for his report.

*Gayle Crompton moved the Board approve and accept the Annual Financial Report for the fiscal year ending June 30, 2013. Nancy Hackett seconded the motion. Roll call indicated: Gordon Butler, Gayle Crompton, Nancy Hackett, Ann Lopez-Caneva, Christine Siegel, and Victor Zack. Nays—none. Motion carried.*

#### **DIRECTOR' S REPORT**

In addition to his written report, Scott Pointon stated the District has hired a new facilities manager to replace John McMahon who is leaving the District for a position at Plainfield Library. Our new facilities manager is David Hesse and comes to the District with considerable experience working in public libraries, and is currently studying to be certified in HVAC systems. Scott Pointon also stated some of the maintenance and custodial staff members are being re-positioned to other District locations and duties.

Scott Pointon is also investigating a suitable auctioneer for the Crest Hill auction. The auctioneer that had done the Lockport auction determined he did not want to do a “live” auction for the Crest Hill items, but would rather do an Internet auction and desired 60% of all sales. As this would not be advantageous to the District, Scott Pointon is pursuing other auction options. The auction may occur in late November or December.

#### **OLD BUSINESS**

##### Building Updates

Various punch lists items are being completed at Crest Hill and Lockport facilities.

**EXECUTIVE SESSION** – Real Property –none needed.

**EXECUTIVE SESSION** – Personnel – to be moved to the end of the agenda.

#### **NEW BUSINESS**

AUDIT REPORT FY 12-13—Covered earlier in the agenda

##### TRANSFER OF SURPLUS FUNDS TO BUILDING RESERVE FUND

Scott Pointon asked that this item be tabled until the November 2013 Regular Board Meeting. The Board agreed to this request.

##### APPROVAL OF LEVY ORDINANCE #2013-154

The Board reviewed the ordinance.

*Gayle Crompton moved the Board adopt Ordinance 2013-154—Tax Levy Ordinance for the Levy and Assessment of Taxes for the White Oak Library District, Will County, Illinois for the Fiscal Year Beginning July 1, 2013, and Ending June 30, 2014. Victor Zack seconded the motion. Roll call indicated: Ayes—Gordon Butler, Gayle Crompton, Nancy Hackett, Ann Lopez-Caneva, Christine Siegel, and Victor Zack. Nays—none. Motion carried.*

REVIEW OF EXECUTIVE SESSION MINUTES – to be moved to the end of the agenda.

##### PREPARATION OF DIRECTOR'S REVIEW

Ann Lopez- Caneva thanked Scott Pointon for providing a report detailing his activities for the past year. Board members were advised that Scott Pointon's review will be done at November's board meeting.

APPROVAL OF CONTRACTORS' PAYMENTS

The Board reviewed the contractors' payments submitted for payment.

*Gordon Butler moved the Board approve the contractor's certificate of payment to The Lombard Company for the Crest Hill project in the amount of \$129,351.00. Christine Siegel seconded the motion. Roll call indicated: Ayes—Gordon Butler, Gayle Crompton, Nancy Hackett, Ann Lopez-Caneva, Christine Siegel, and Victor Zack. Nays—none. Motion carried.*

*Gordon Butler moved the Board approve the contractor's certificate of payment to the Frederick Quinn Corporation for the Lockport project in the amount of \$148,643.00. Gayle Crompton seconded the motion. Roll call indicated: Ayes—Gordon Butler, Gayle Crompton, Nancy Hackett, Ann Lopez-Caneva, Christine Siegel, and Victor Zack. Nays—none. Motion carried.*

**EXECUTIVE SESSION – Personnel**

*Christine Siegel moved the Board go into Executive Session for Personnel reasons and invited Director Scott Pointon and Assistant Director Beverly Krakovec to attend the session. Nancy Hackett seconded the motion. All voted aye. Motion carried.*

The Board went into Executive Session at 7:38 p.m.

*Christine Siegel moved the Board come out of Executive Session. Nancy Hackett seconded the motion. All voted aye. Motion carried.*

The Board came out of Executive Session at 8:31 p.m.

*Nancy Hackett moved the Board go back into Regular Session. Christine Siegel seconded the motion. All voted aye. Motion carried.*

The Board went back into Regular Session at 8:32 p.m.

REVIEW OF EXECUTIVE SESSION MINUTES – from earlier in agenda.

*Gayle Crompton moved the Board open the following Executive Session Minutes: July 21, 2009, September 15, 2009, November 17, 2009, February 16, 2010, March 16, 2010, April 5, 2010, April 27, 2010, November 23, 2010, December 21, 2010, April 26, 2011, May 25, 2011, June 28, 2011, October 25, 2011, November 22, 2011, March 27, 2012, June 26, 2012, and December 18, 2012. Victor Zack seconded the motion. Roll call indicated: Ayes—Gordon Butler, Gayle Crompton, Nancy Hackett, Ann Lopez-Caneva, Christine Siegel, and Victor Zack. Nays—none. Motion carried.*

**SERVING OUR PUBLIC 2.0: STANDARDS FOR ILLINOIS PUBLIC LIBRARIES 2009 EDITION—Chapter 4—Facilities—Governance and Administration**

Our Board reviewed the standards in question and believed the District is doing an exemplary job in meeting such standards.

**ADJOURNMENT**

*Christine Siegel moved for adjournment at 8:36 p.m. Gordon Butler seconded the motion. All voted aye. Motion carried.*