

**WHITE OAK LIBRARY DISTRICT  
NOVEMBER 23, 2021  
PUBLIC HEARING – TAX LEVY @ 6:30 PM  
REGULAR BOARD MEETING @ 7:00 PM  
ROMEOWILLE BRANCH**

**PUBLIC HEARING – 6:30 p.m. – TAX LEVY HEARING**

Board president Deanna Amann opened the public hearing on the Tax Levy Ordinance at 6:30 p.m. Board members present: Deanna Amann, Gayle Crompton, and Nancy Hackett. Board members Zach Binkley and Andrew Koroma arrived at 6:35 p.m. Board member absent: Ann Lopez-Caneva and Kelly Schneider.

No public in attendance.

Deanna Amann asked for a motion to close the public hearing.

*Andrew Koroma moved to close the public hearing at 7:00 p.m. Gayle Crompton seconded the motion. All voted aye. Motion carried.*

The public hearing was closed at 7:00 p.m.

**REGULAR BOARD MEETING – 7:00 p.m.**

**CALL TO ORDER**

President Deanna Amann called the Regular Board Meeting to order at 7:00 p.m. Board members present: Deanna Amann, Zach Binkley, Gayle Crompton, Nancy Hackett, and Andrew Koroma. Board members absent: Ann Lopez-Caneva and Kelly Schneider.

There were no guests in attendance.

Staff present: Scott Pointon and Beverly Krakovec.

**PUBLIC COMMENTS** – none.

**MINUTES**

Board members reviewed the minutes.

*Nancy Hackett moved to approve the October 26, 2021 Regular Board Meeting Minutes as presented. Zach Binkley seconded the motion. All voted aye. Motion carried.*

**CORRESPONDENCE** – none.

**TREASURER’S REPORT**

In the absence of Treasurer Ann Lopez-Caneva, board member Gayle Crompton read the Treasurer’s Report for October 2021. Cash on hand as of October 1, 2021 was \$3,598,858.25. Income as of October 31, 2021 was \$1,377,881.45. Disbursements as of October 31, 2021 were \$475,467.08. There was an adjustment of \$21.00 to the Corporate Fund due to a voided check. Cash on hand as of October 31, 2021 was \$4,501,293.62.

*Gayle Crompton moved the Board approve the October 2021 Treasurer’s Report as presented, with the*

*payment of the November 15, 2021 bills of \$187,256.28, and the November 12, 2021 payroll of \$113,111.98. Nancy Hackett seconded the motion. Roll call indicated: Ayes—Deanna Amann, Zach Binkley, Gayle Crompton, Nancy Hackett, and Andrew Koroma. Nays—none. Motion carried.*

Personal Property Replacement Tax received for FY 2020-2021 was \$191,345.47. The Lockport Township estimate for FY 2021-2022 is \$383,022.47.

2020 Levy Real Estate Distributions and Interest received to date was \$5,725,534.91. Percent received to date is 95.69%.

Additional information regarding interest rates – see PMA Investments Report.

## **DIRECTOR’S REPORT**

In addition to his written report, Scott Pointon reminded board members to alert him if they will be attending the 100<sup>th</sup> anniversary Library Partner Celebrations. The events are: Lockport – Friday, January 21<sup>st</sup> at 6:00 p.m. (Roaring 20’s theme), Crest Hill – Friday, February 4<sup>th</sup> at 6:00 p.m. (Swinging 60’s theme), Romeoville – Friday, February 25<sup>th</sup> at 6:00 p.m. (70’s Disco theme).

## **OLD BUSINESS**

BUILDING UPDATES - no items to report.

### APPROVAL OF LEVY ORDINANCE NO. 2021-199

The Board reviewed the ordinance.

*Gayle Crompton moved the Board adopt Ordinance No. 2021-199 – Tax Levy Ordinance for the Levy and Assessment of Taxes for the White Oak Library District, Will County, Illinois for the Fiscal Year Beginning July1, 2021, and Ending June 30, 2022 as presented. Nancy Hackett seconded the motion. Roll call indicated: Ayes – Deanna Amann, Zach Binkley, Gayle Crompton, Nancy Hackett, and Andrew Koroma. Nays—none. Motion carried.*

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

**EXECUTIVE SESSION** – Personnel – To be addressed later in the agenda.

### CHANGE ORDER OF AGENDA

The Board agreed to change the order of the agenda to go to New Business, section (c).

## **NEW BUSINESS**

### DISCUSSION OF STAFF MORALE PROJECT

Scott Pointon reviewed with the Board the results of an anonymous staff survey dealing with staff morale. The results showed staff morale is somewhat low for a number of factors including, but not limited to:

- COVID related issues, especially dealing with hostile, unmasked patrons
- Understaffing due to consistent staff turnover
- Unequal perceived workloads among departments
- Staff desire merit-based wage increase
- More day-to-day communication

One of the most requested change staff expressed was the ability to wear clean, presentable jeans on a daily basis. The Board discussed this option. At the December board meeting, Scott Pointon will bring a revised Personnel Policy with this change incorporated for the Board’s consideration.

## APPROVAL OF FY2020-2021 AUDIT

Brian Zabel from the firm of Brian Zabel & Associates P.C. presented the annual audit report for the fiscal year ending June 30, 2021. The Board reviewed the audit report. Brian Zabel stated his firm presented the District with a clean opinion.

The assets of the District exceeded its liabilities as of June 30, 2021 by \$1,251,023 (net position). Of this amount, \$2,073,291 (unrestricted new position) may be used to meet the Library's ongoing obligations to citizens and creditors. The District's total net position increased by 20.32%. At June 30, 2021, the District's governmental funds reported combined ending fund balances of \$3,351,086, an increase of \$110,564 in comparison with the prior year.

Revenues, expenditures and changes in fund balances were highlighted. As of June 30, 2021, total assets and deferred outflows of resources were \$28,875,019 and total liabilities and deferred inflows of resources were \$21,467,393. Total revenues decreased \$321,233 or 4.88%. Property taxes decreased \$334,318 or 5.67% from \$5,901,452 to \$5,567,134. Replacement taxes increased \$70,914 or 26.8% from \$264,209 to \$335,123.

Mr. Zabel stated the District is making steady progress in paying down the principal on the building bonds, with a reduction of \$970,000. The balance on the General Obligation Library Refunding Bonds as of June 30, 2021 was \$14,330,000.

The District's IMRF position has changed due to net investment income. The stock market has performed very well, and as a result, the District's IMRF is now over funded by 106%. Our employer net pension liability (asset) is at \$(472,148).

The equalized assessed valuation (EAV) for the District for 2020 was \$2,258,637,371, compared to 2019, which was \$2,179,689,705. The District's overall taxing rate fell to 0.2649 as compared to the 2019 rate of 0.2688.

Brian Zabel stated he found the District to be in a safe, positive fiscal position, with funds being managed in a responsible manner. He complimented Business Manager Debra Chapp on her accounting practices and monthly reports. The Board thanked Mr. Zabel for his report.

Board members said they were grateful to Scott Pointon and Debra Chapp for their careful management of the District's finances.

***Nancy Hackett moved the Board accept the audit as presented. Gayle Crompton seconded the motion. Roll call indicated: Ayes—Deanna Amann, Zach Binkley, Gayle Crompton, Nancy Hackett, and Andrew Koroma. Nays—none. Motion carried.***

## TRANSFER OF SURPLUS FUNDS TO BUILDING RESERVE FUND

Scott Pointon and the Board reviewed funds to possibly transfer into the Building Reserve Fund account. ***Gayle Crompton moved the Board transfer \$300,000 of surplus funds from Fiscal Year 2020-2021, currently in the General Fund, into the Building Reserve Fund. Zach Binkley seconded the motion.***

***Roll call indicated: Ayes—Deanna Amann, Zach Binkley, Gayle Crompton, Nancy Hackett, and Andrew Koroma. Nays—none. Motion carried.***

**APPROVAL OF NAMING RIGHTS FOR LIBRARY SPACES**

The Board reviewed a document created by the White Oak Library Foundation detailing naming opportunities for library spaces and an accompanying cost schedule for such opportunities. The Board agreed with this concept.

***Gayle Crompton moved the Board approve the document created by the White Oak Library Foundation dealing with District naming opportunities and a subsequent cost schedule. Zach Binkley seconded the motion. Roll call indicated: Ayes—Deanna Amann, Zach Binkley, Gayle Crompton, Nancy Hackett, and Andrew Koroma. Nays—none. Motion carried.***

**DISCUSSION OF OSHA EMERGENCY TEMPORARY STANDARD**

Scott Pointon explained that in November 2021, OSHA had put into place a COVID-19 Vaccination and Testing Emergency Temporary Standard that stated any business that has 100 or more employees would require such employees to obtain the a COVID-19 vaccination or provide proof of weekly COVID-19 testing results. This standard is currently in the U.S. Court of Appeals and OSHA can take no steps to implement or enforce the standard until the court case is resolved. Our District would fall under this standard, as we have over 100 employees, counting our substitute librarians. The District would act in accordance with whatever the U.S. Court of Appeals decides.

Scott Pointon will bring a policy before the Board at the December board meeting to address this issue.

**DIRECTOR’S ANNUAL REVIEW & SALARY ADJUSTMENT**

The Board reviewed the comprehensive document Scott Pointon presented detailing his annual summary of activities.

**EXECUTIVE SESSION – Personnel**

***Gayle Crompton moved the Board go into Executive Session for the Director’s Review. Zach Binkley seconded the motion. Roll call indicated: Ayes—Deanna Amann, Zach Binkley, Gayle Crompton, Nancy Hackett, and Andrew Koroma. Nays—none. Motion carried.***

The Board went into Executive Session at 8:27 p.m.

***Gayle Crompton moved the Board come out of Executive Session. Andrew Koroma seconded the motion. Roll call indicated: Ayes—Deanna Amann, Zach Binkley, Gayle Crompton, Nancy Hackett, and Andrew Koroma. Nays—none. Motion carried.***

The Board came out of Executive Session at 9:08 p.m.

Board members thanked Scott Pointon for his tireless work for the District and the exemplary manner in which he continues to lead the District, praising his constant efforts to move the District forward. Board members expressed their thanks for Scott Pointon’s leadership during the pandemic, encouraging and inspiring staff members in these challenging times. Scott Pointon

was also praised for implementing the Children’s Department’s new shelving scheme and his commitment to promote the District in all our communities Deanna Amann stressed how Scott Pointon’s continuing efforts to promote efficiency in so many areas of the District’s operations has consistently saved the District money. The Board stated they know the District is well represented by Scott Pointon.

*Gayle Crompton moved the Board give Director Scott Pointon a 3% salary increase to make his annual base salary \$133,900.00, to be put into effect in the current pay period. Nancy Hackett seconded the motion. Roll call indicated: Ayes—Deanna Amann, Zach Binkley, Gayle Crompton, and Nancy Hackett. Nays—Andrew Koroma. Motion carried.*

*Gayle Crompton moved the Board give Director Scott Pointon bonus of \$2,500 to be awarded in the current pay period. Zach Binkley seconded the motion. Roll call indicated: Ayes—Deanna Amann, Zach Binkley, Gayle Crompton, Nancy Hackett, and Andrew Koroma. Nays—none. Motion carried.*

Scott Pointon thanked the Board for their continued support and stated it was an honor to work with such an engaged Board.

**SERVING OUR PUBLIC 3.0 – Chapter 5 – Building Infrastructure & Maintenance**

The Board reviewed the standards in question and determined the District is in compliance with the guidelines.

**ADJOURNMENT**

*Andrew Koroma moved for adjournment at 9:10 p.m. Zach Binkley seconded the motion. All voted aye. Motion carried.*