

**WHITE OAK LIBRARY DISTRICT
NOVEMBER 27, 2012
6:30 PM PUBLIC HEARING
7:00 PM REGULAR BOARD MEETING
LOCKPORT/GAYLORD BRANCH**

PUBLIC HEARING – 6:30 PM – Truth in Taxation Hearing

PLEDGE OF ALLEGIANCE

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

No public was in attendance for the hearing.

President Ann Lopez-Caneva closed the public 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: Deanna Amann, Gordon Butler, Gayle Crompton, Nancy Hackett, Ann Lopez-Caneva, and Christine Siegel. Board member(s) absent: Adam Sulich.

MINUTES

Gayle Crompton moved to approve the October 23, 2012 Regular Board Meeting Minutes as presented. Nancy Hackett seconded the motion. All voted aye. Motion carried.

CORRESPONDENCE

Scott Pointon presented a thank you note from the Red Hat Club from Carillon thanking Tina Williams for her outreach efforts and library staff at Romeoville for presenting a program to their group on November 12, 2012.

The Romeoville Branch also received a certificate of participation in the annual Toys for Tots initiative.

TREASURER'S REPORT

Deanna Amann read the Treasurer's Report for October 2012. Cash on hand as of October 1, 2012 was \$15,285,385.95. Income as of October 31, 2012 was \$136,440.53. Disbursements as of October 31, 2012 were \$536,728.65. Transfers and adjustments—\$200,000.00 surplus from FY 2011-2012 was transferred from the Harris Corporate Fund to the Building Reserve Fund as approved at the October 23, 2012 Regular Board Meeting. Cash on hand as of October 31, 2012 was \$14,885,097.83. Cash on hand in the Bond Accounts as of October 31, 2012 was \$12,527,443.10.

Deanna Amann moved the Board approve the October 2012 Treasurer's Report as presented, with the payment of the November 15, 2012 bills for \$954,694.78, the November 7, 2012 payroll of \$86,517.09, and the November 21, 2012 payroll of \$86,127.53. Christine Siegel seconded the motion. Roll call indicated: Ayes—Deanna Amann, Gordon Butler, Gayle Crompton, Nancy Hackett, Ann Lopez-Caneva, and Christine Siegel. Nays—none. Motion carried.

Personal Property Replacement Tax received to date totaled \$81,024.07. The Township's estimate of funds to be received for FY 2012-2013 is \$191,507.82.

2011 Levy Real Estate Distribution and Interest received to date was \$4,287,708.59. Percentage received to date is 97.674%.

Current interest rates as of November 27, 2012 for money market accounts are as follows: Harris Bank—0.130% and Illinois Funds—0.132%.

DIRECTOR'S REPORT

In addition to his written report, Scott Pointon informed the Board that Brian Ormond, our IT Professional, has given his resignation to accept a full time position at another library. Brian Ormond has been with the District for over two years and will be greatly missed. His last day with us will be Thursday, December 13, 2012. Brian has offered to assist the District when we deploy new computers at the Crest Hill and Lockport Branches.

ILA trustee workshops will take place on Saturday, February 2, 2013 in Oakbrook. Interested trustees will inform Scott Pointon of their availability.

OLD BUSINESS

BUILDING UPDATES

Crest Hill—The project is progressing quickly, with structural steel up and parking lot/curbs in place and complete except for the final layer of asphalt. The final layer of asphalt will be in place next summer. Roof decking will be going up next, with the shell of the building on schedule to be enclosed by Christmas. The District is moving forward with installing its own electrical conduit as the property developer has not responded to our inquiries regarding sharing costs.

Lockport—Work is going well at this site with all underground utilities in place and structural steel to be erected in the next two weeks.

Romeoville—All display cases are in place and the punch list is almost complete.

EXECUTIVE SESSION – Real Property – none needed.

EXECUTIVE SESSION – Personnel – to be covered later in the agenda.

NEW BUSINESS

TAX LEVY ORDINANCE #2012-149

The Board reviewed the ordinance.

Gayle Crompton moved the Board adopt Tax Levy Ordinance # 2012-149 – 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, 2012, and Ending June 30, 2013. Christine Sigel seconded the motion. Roll call indicated: Ayes—Deanna Amann, Gordon Butler, Gayle Crompton, Nancy Hackett, Ann Lopez-Caneva, and Christine Siegel. Nays—none. Motion carried.

DISTRICT SALARY SCALE

Scott Pointon stated that several staff members have reached or soon will be reaching the final steps in their salary schedule chart. This presents a good opportunity to review and adjust the salary schedule. Scott Pointon will be bringing the Board options for revisions at a future board meeting.

APPROVAL OF CONTRACTORS' PAYMENTS

The Board reviewed the contractors' payments submitted.

Gordon Bulter moved the Board approve the contractor's certificate of payment to the Lombard Company for the Crest Hill construction project in the amount of \$378,991.00, and the Romeoville construction project in the amount of \$118,222.00. Deanna Amann seconded the motion. Roll call indicated: Ayes—Deanna Amann, Gordon Butler, Gayle Crompton, Nancy Hackett, Ann Lopez-Caneva, and Christine Siegel. Nays—none. Motion carried.

Gordon Butler moved the Board approve the contractor's certificate of payment to the Frederick Quinn Corporation for Lockport construction project— September 2012 in the amount of \$89,177.00 and the October 2012 payment in the amount of \$113,670.00. Deanna Amann seconded the motion. Roll call indicated: Ayes—Deanna Amann, Gordon Butler, Gayle Crompton, Nancy Hackett, Ann Lopez-Caneva, and Christine Siegel. Nays—none. Motion carried.

Nancy Hackett moved the Board approve the contractor's certificate of payment to Al Treiber Associates for the Romeoville construction project in the amount of \$50,309.38. Deanna Amann seconded the motion. Roll call indicated: Ayes—Deanna Amann, Gordon Butler, Gayle Crompton, Nancy Hackett, Ann Lopez-Caneva, and Christine Siegel. Nays—none. Motion carried.

DIRECTOR'S EVALUATION

Ann Lopez-Caneva stated the Board should go into Executive Session for Personnel matters.

EXECUTIVE SESSION – Personnel

Ann Lopez-Caneva moved to go into Executive Session to discuss Personnel matters. Gayle Crompton seconded the motion. All voted aye. Motion carried.

The Board went into Executive Session at 7:53 p.m.

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

The Board went back into Regular Session at 8:14 p.m.

Ann Lopez-Caneva complimented Scott Pointon on his leadership of the District and his continued accomplishment throughout the past year. All Board members thanked Scott Pointon and further stated they believed he was doing an excellent job as director and gave him a hearty round of applause. Scott Pointon thanked the Board for their continued trust in his abilities and judgment and stated that their leadership and civic commitment was also commendable.

Scott Pointon stated that he would be bringing the Board proposals for purchase of a vehicle for the Outreach Department.

**SERVING OUR PUBLIC 2.0: STANDARDS FOR ILLINOIS PUBLIC LIBRARIES 2009
EDITION—Chapter 6—Access**

The Board reviewed the standards in question and believed the District is moving toward meeting these standards with the completion of the Crest Hill and Lockport construction projects.

ADJOURNMENT

Deanna Amann moved for adjournment at 8:32 p.m. Nancy Hackett seconded the motion. All voted aye. Motion carried.