

**WHITE OAK LIBRARY DISTRICT
DECEMBER 16, 2014
REGULAR BOARD MEETING @ 7:00 PM
LOCKPORT BRANCH**

CALL TO ORDER

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

Staff present: Scott Pointon and Beverly Krakovec.

PUBLIC COMMENTS – none.

MINUTES

Nancy Hackett moved to approve the November 25, 2014 Regular Board Meeting Minutes as presented. Gayle Crompton seconded the motion. All voted aye. Motion carried.

CORRESPONDENCE

Scott Pointon presented a letter the District had received from State Representative Natalie Manley reaching out to the library board to determine how she could assist, through legislation or advocacy, with any issues or concerns the library views as vital. A community leader profile was provided for the District to complete and send back to Representative Manley. This profile lists specific Illinois capital/infrastructure projects we would consider most important to our community/organization.

Victor Zack asked if Representative Manley could assist us in obtaining a grant for a bookmobile. Scott Pointon stated that the Illinois Department of Commerce and Economic Opportunity (DCEO) has funds that all state senators and representatives can try to obtain for their constituencies, and there is a possibility the District's collective senators and representatives could act in such a manner to assist with the District's needs. Scott Pointon will be in contact with our legislators.

TREASURER'S REPORT

Treasurer Victor Zack read the Treasurer's Report for November 2014. Cash on hand as of November 1, 2014 was \$3,267,053.04. Income as of November 30, 2014 was \$34,116.24. Disbursements as of November 30, 2014 were \$307,229.92. Transfers and adjustments—a transfer of \$6,000.00 was made from the Corporate Fund to the Liability Insurance Fund to cover November insurance payments. Cash on hand as of November 30, 2014 was \$2,993,939.36. The Bond Levy Account had \$610,419.86 as of November 30, 2014.

Victor Zack moved the Board approve the November 2014 Treasurer's Report, as presented, with the payment of the December 15, 2014 bills for \$91,746.28, the December 3, 2014 payroll for \$94,618.32, and the December 17, 2014 payroll of \$96,574.71. Christine Siegel seconded the motion. Roll call indicated: Ayes—Deanna Amann, Gayle Crompton, Nancy Hackett, Ann Lopez-Caneva, Christine Siegel, and Victor Zack. Nays—none. Motion carried.

Personal Property Replacement Tax received to date totaled \$95,247.34. The Lockport Township estimate for FY 2014-2015 is \$258,026.74.

2013 Levy Real Estate Distributions and Interest received to date was \$4,490,886.85. Percent received to date is 98.289%.

Current interest rates for money market accounts as of December 16, 2014 are as follows: Harris Bank—0.100%, Illinois Funds—0.012%, MB Financial Bank—0.200%.

DIRECTOR' S REPORT

In addition to his written report, Scott Pointon reported that a bond payment is due by January 1, 2015 and two board members will be needed to sign off on the bond wire transfer. Debra Chapp will have the document ready for signature on December 26, 2014. Ann Lopez-Caneva and Victor Zack will provide their signatures.

OLD BUSINESS

BUILDING UPDATES

Crest Hill: The drywall cracking will be repaired sometime in December.

Lockport – The heating issue in the circulation workroom is being addressed. The air coming into the vents should be between 85-100°, and the very warmest it has been is 81-83°. Contractors are considering if the insulation is correctly placed, or if the wall itself is somehow flawed.

EXECUTIVE SESSION – Real Property – none needed.

EXECUTIVE SESSION – Personnel.

President Ann Lopez-Caneva called for an Executive Session for Personnel matters.

Gayle Crompton moved the Board go into Executive Session for Personnel matters as authorized under Section 2 (c) (1) of the Illinois Open Meeting Act (Personnel). Victor Zack seconded the motion. Roll call indicated: Ayes—Deanna Amann, Gayle Crompton, Nancy Hackett, Ann Lopez-Caneva, Christine Siegel, and Victor Zack. Nays—none. Motion carried.

The Board went into Executive Session at 7:32 p.m.

Gayle Crompton moved the Board come out of Executive Session and resume the Regular Board Meeting. Christine Siegel seconded the motion. Roll call indicated: Ayes—Deanna Amann, Gayle Crompton, Nancy Hackett, Ann Lopez-Caneva, Christine Siegel, and Victor Zack. Nays—none. Motion carried.

The Board came out of Executive Session and resumed the Regular Board Meeting at 8:05 p.m.

The Board thanked Scott Pointon for his exemplary service to the District.

Gayle Crompton moved the Board approve a base salary of \$120,000.00 for Director Scott Pointon, with a \$6,000.00 bonus. Nancy Hackett seconded the motion. Roll call indicated: Ayes—Deanna Amann, Gayle Crompton, Nancy Hackett, Ann Lopez-Caneva, Christine Siegel, and Victor Zack. Nays—none. Motion carried.

NEW BUSINESS

PERSONNEL POLICY (APPROVAL OF)

The Board reviewed revised Personnel Policy.

Gayle Crompton moved the Board adopt the revised Personnel Policy with the indicated grammatical and clarification changes. All voted aye. Motion carried.

2015 STRATEGIC PLAN (REVIEW OF)

The Board reviewed the White Oak Library District Strategic Plan 2015-2019. The input for the plan was obtained through a series of meetings with library patrons, library staff, and the Board. Two focus groups of library patrons and one group of front line public service library staff attended meetings to provide opinions on library planning topics. Library management then reviewed the findings and added input. The goal of this endeavor is to insure that in any given year the strategic plan will look forward five years, with the plan being revised at the beginning of each calendar year.

Board members wondered if the library could have the opportunity to speak at the monthly luncheon held at St. Dennis School in Lockport to alert attendees of District activities. The District is also going to actively seek sponsors to assist with various projects. We have been successful in the past with Citgo Corporation donating funds for District computers and awarding the District a children's technology grant.

The Board was pleased with the results of the strategic planning process and will further review the document and provide their input at the January board meeting.

APPROVAL OF CONTRACTORS' PAYMENTS

There were no contractors' payments submitted.

SERVING OUR PUBLIC 3.0: Access

The Board reviewed the standards in question. They believed we are successfully meeting the parameters given.

ADJOURNMENT

Deanna Amann moved for adjournment at 9:03 p.m. Nancy Hackett seconded the motion. All voted aye. Motion carried.