

**WHITE OAK LIBRARY DISTRICT
FEBRUARY 23, 2016
REGULAR BOARD MEETING @ 7:00 PM
LOCKPORT BRANCH**

CALL TO ORDER

In the absence of President Gordon Butler, Vice-President Deanna Amann called the Regular Board Meeting to order at 7:00 p.m. Board members present: Deanna Amann, Gayle Crompton, Nancy Hackett, Christine Siegel, Adam Woodworth, 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 January 26, 2016 Regular Board Meeting Minutes as presented. Adam Woodworth seconded the motion. All voted aye. Motion carried.

CORRESPONDENCE –none

TREASURER’S REPORT

Treasurer Victor Zack read the Treasurer’s Report for January 2016. Cash on hand as of January 1, 2016 was \$2,194,475.13. Income as of January 31, 2016 was \$44,654.95. Disbursements as of January 31, 2016 were \$297,487.10. Transfers and adjustments –\$40,000.00 was transferred from the Corporate Fund to the IMRF. An adjustment of \$24.87 was made to the Corporate Fund. Cash on hand as of January 31, 2016 was \$1,941,667.85.

Victor Zack moved the Board approve the January 2016 Treasurer’s Report as presented with payment of the February 15, 2016 bills for \$101,219.88, the February 10, 2016 payroll for \$96,838.30, and the February 24, 2016 payroll of \$97,520.01. Adam Woodworth seconded the motion. Roll call indicated: Ayes—Deanna Amann, Gayle Crompton, Nancy Hackett, Christine Siegel, Adam Woodworth, and Victor Zack. Nays—none. Motion carried.

Personal Property Replacement Tax received to date totaled \$135,011.31. The Lockport Township estimate for FY 2015-2016 is \$265,774.02.

2014 Levy Real Estate Distributions and Interest received to date was \$5,522,072.30. Percent received to date is 99.80%.

Current interest rates for money market accounts as of February 23, 2016 are as follows: Harris Bank—0.204%, Illinois Funds—0.236%, MB Financial Bank—0.200%.

DIRECTOR’S REPORT

In addition to his written report, Scott Pointon noted the Lockport Legend’s online edition had a very brief article on the upcoming referendum. The Romeoville Bugle will be doing an article on the referendum later this week. Since its start on January 2016, over 50 patrons have qualified to become “White Oak Reward” members. Patrons must check out at least 100 items within the calendar year to

become reward members, with the benefit of then being fine free for the remainder of the year. The fine free status does not extend to lost or damaged items, just overdue fines. Patrons are excited about the program. The Lockport Artists Guild has reached out to our Lockport Branch with plans to offer free art classes to children at the Library. This program is still in the planning phases. The Illinois Tourism Bureau has provided a number of colorful, retro posters celebrating Illinois. We plan on displaying them in our Children's departments. The art piece commissioned by the Friends of the Library as a memorial to Friends member Kathleen Berka should arrive at the Lockport Branch sometime next week.

OLD BUSINESS

BUILDING UPDATES

Scott Pointon conducted a facility walk-through at each branch with Facilities Manager John Jozwiak and respective branch managers. There are a number of projects that are being pursued, but it was the general consensus that facility staff is doing an excellent job of maintaining all branches.

Romeoville – We have discovered one section of the snow melt mechanism on the entry steps has a faulty wire, which would necessitate removing significant areas of the concrete to repair. The District is forgoing this expensive repair and will deal with clearing what snow accumulates on the strip. Sensors were replaced in the system, so aside from the single strip with the faulty wire, all sections are now operative. Roof repairs were completed at the branch.

REFERENDUM UPDATES

The District continues to provide factual handouts regarding the upcoming referendum at all branches and our Outreach Department has been instrumental in disseminating referendum information at all their outreach spots. The Friends of the Library will staff an informational table on a limited number of days at the Romeoville Branch to provide referendum fact sheets and answer patron questions.

EXECUTIVE SESSION – Real Property – none needed.

EXECUTIVE SESSION – Personnel—none needed.

NEW BUSINESS – none.

SERVING OUR PUBLIC 3.0 – Chapter 8 – Public Services – Reference and Reader's Advisory Services

The Board reviewed the standards in question and determined the District is in compliance. Everyone agreed the District can always expand this aspect of library services. There was a question regarding standard #8 for Reader's Advisory—"staff members who are responsible for reader's advisory services at the library should attempt to stay current with community events by participating in community organizations, clubs, or councils." A number of staff members belong to several community organizations. The District encourages staff to join local, state and nationwide library organizations.

ADJOURNMENT

Adam Woodworth moved for adjournment at 8:13 p.m. Gayle Crompton seconded the motion. All voted aye. Motion carried.