

**WHITE OAK LIBRARY DISTRICT  
FEBRUARY 25, 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, Gordon Butler, Gayle Crompton, Nancy Hackett, Ann Lopez-Caneva, Christine Siegel, and Victor Zack. Board member(s) absent: none.

**PUBLIC COMMENTS**

Gayle Crompton provided information about upcoming events at Midewin National Tallgrass Prairie, located at 30239 Route 53 in Wilmington Illinois. Everyone was encouraged to visit their website, [www.midewinalliance.org](http://www.midewinalliance.org) to learn more about this entity.

Patricia Jarog, Lockport Branch Manager, provided information on the upcoming weekend performances of Good Humor: A Festival of One Act Plays which will take place on Friday, February 28<sup>th</sup> at 7:30 p.m. and on Saturday, March 1<sup>st</sup> at 2:00 p.m. and 7:30 p.m. at the Gaylord Building. The Library has partnered with the National Trust for Historic Preservation on this production. The production consists of all local actors, and our very own Children's Librarian Alissa Raschke-Janchenko as director. The District will split the proceeds from the performances with the National Trust for Historic Preservation, with the District's funds going to supplement the Children's Summer Reading Program.

**MINUTES**

*Gayle Crompton moved to approve the January 28, 2014 Regular Board Meeting as presented. Nancy Hackett seconded the motion. All voted aye. Motion carried.*

**CORRESPONDENCE**

Scott Pointon stated the District had received an award letter from the Secretary of State for its annual Per Capita Grant in the amount of \$97,366.25.

For this year's Canal Days, to take place on Father's Day weekend, the District will have the responsibility for organizing the food trucks, which will be parked in the Lockport Branch's parking lot. The District will receive funds for organizing this activity and looks forward to participating in Canal Days.

**TREASURER'S REPORT**

Treasurer Christine Siegel read the Treasurer's Report for January 2014. Cash on hand as of January 1, 2014 was \$2,920,014.19. Income as of January 31, 2014 was \$52,489.18. Disbursements as of January 31, 2014 were \$355,811.21. Transfers and adjustments—\$16,995.34 was transferred to the Corporate Fund from the Bond Fund to cover smaller bond invoice payments, and \$13,935.00 was transferred from the Corporate Fund to the IMRF Fund to cover the January 2014 IMRF payment. Cash on hand as of January 31, 2014 was \$2,616,692.16. Cash on hand in the Bond Account was \$685,022.37, with \$72.07 in the Bond Levy Account.

*Christine Siegel moved the Board approve the January 2014 Treasurer's Report as presented, with the payments of the February 14, 2014 bills for \$616,902.99, the February 12, 2014 payroll for \$92,083.99, and the February 26, 2014 payroll for \$92,607.58. Gayle Crompton seconded the motion. Roll call indicated: Ayes—Deanna Amann, Gordon Butler, Gayle Crompton, Nancy Hackett, Ann Lopez-Caneva, Christine Siegel, and Victor Zack. Nays—none. Motion carried.*

Ann Lopez-Caneva questioned various items on the bills listing, with Scott Pointon explaining each item to her satisfaction.

Personal Property Replacement Tax received to date totaled \$139,836.53. Lockport Township estimate for FY 2013-2014 is \$258,371.45.

2012 Levy Real Estate Distributions and Interest received to date was \$4,476,629.73. Percent received to date is 99.560%.

Current interest rate as of February 25, 2014 for money market accounts are as follows: Harris Bank—0.100% and Illinois Funds—0.011%.

## **DIRECTOR' S REPORT**

Scott Pointon noted the Romeoville State of the Village Address will be on Thursday, March 6<sup>th</sup> and the Lockport State of the City Address will be on Tuesday, April 15<sup>th</sup>. Gayle Crompton, Nancy Hackett, Ann Lopez-Caneva, and Victor Zack indicated they would attend the Romeoville event. Currently, there is no information when/if the City of Crest Hill will have such an event.

The District has set a tentative date for the Crest Hill facility auction for March 29<sup>th</sup>. Scott Pointon will alert board members if this date changes.

## **OLD BUSINESS**

### BUILDING UPDATES

Lockport: The supplemental heater in the book drop room has been installed, which has dramatically improved the climate control in the circulation work room. Work has been done to add new drain lines to the fan-coil air conditioner units in the older part of the building. The front doors are to be replaced during the week of March 17<sup>th</sup>.

Crest Hill: Almost 90% of the casework is completed and most of the technology issues have been addressed. The replacement of the incorrect server racks with the correct/specified ones is still to be done.

Romeoville: The snow melt system is partially working and continues to randomly trip circuit breakers. The situation is still being investigated.

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

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

## **NEW BUSINESS**

### PET ITEMS FOR FINES PROPOSAL

The Board reviewed the proposal which would provide patrons with the opportunity to pay their fines by donating various pet items. The “pet items for fines” would take place during the first week, Monday, June 2<sup>nd</sup> through Sunday, June 8<sup>th</sup>, of our “Paws to Read” Summer Reading Program. All pet items

collected will be given to the Romeoville Humane Society, who will pick up the donations. The Board went over the guidelines for the donations. Pet items would only be accepted for removal of overdue fines and payment for replacement library cards, and would not be applied as a credit or refund. We would also not allow pet items for fines to be used to cover the replacement cost of lost materials or collection agency fees. The Board agreed this proposal was a worthwhile endeavor and would hopefully encourage patrons to once more use the Library after their fines are cleared.

***Deanna Amann moved the Board approve the Pet Items for Fines Proposal as presented and undertake this action during the week of Monday June 2<sup>nd</sup> through Sunday, June 8<sup>th</sup>, 2014 adhering to the guidelines set forth in the proposal. Nancy Hackett seconded the motion. Roll call indicated: Ayes—Deanna Amann, Gordon Butler, Gayle Crompton, Nancy Hackett, Ann Lopez-Caneva, Christine Siegel, and Victor Zack. Nays—none. Motion carried.***

#### CLOSING OF LOCKPORT BRANCH FOR CANAL DAYS

The Board agreed it would not be feasible to keep the Lockport Branch open during Canal Days, as there will be no parking available for staff/patrons.

***Gayle Crompton moved the District close the Lockport Branch early at 2:00 p.m. on Friday, June 13<sup>th</sup> and be completely closed on Saturday, June 14<sup>th</sup>, and Sunday, June 15<sup>th</sup>. Gordon Butler seconded the motion. All voted aye. Motion carried.***

#### APPROVAL OF CONTRACTORS' PAYMENTS

There were no contractor's payments submitted for payment during this time period.

#### **SERVING OUR PUBLIC 2.0: STANDARDS FOR ILLINOIS PUBLIC LIBRARIES 2009 EDITION—Chapter 8—Public Services: Reference and Reader's Advisory Services**

Our Board reviewed the standards in question and believed the District is accomplishing all the proper guidelines. Our reader's advisory services have expanded successfully via our monthly e-newsletters and we continue to provide comprehensive in-person reference and reader's advisory assistance.

**EXECUTIVE SESSION** – Personnel—from earlier in the agenda.

Ann Lopez-Caneva called for an Executive Session for personnel issues.

***Gordon Butler moved the Board go into Executive Session to discuss personnel issues, and asked Director Scott Pointon and Assistant Director Beverly Krakovec to attend the session. Christine Siegel seconded the motion. All voted aye. Motion carried.***

The Board went into Executive Session at 7:45 p.m.

***Christine Siegel moved the Board come out of Executive Session and resume Regular Session. Gordon Butler seconded the motion. All vote aye. Motion carried.***

The Board resumed Regular Session at 8:22 p.m.

**ADJOURNMENT**

*Deanna Amann moved for adjournment at 8:29 p.m. Gayle Crompton seconded the motion. All voted aye. Motion carried.*