

**WHITE OAK LIBRARY DISTRICT
FEBRUARY 25, 2020
REGULAR BOARD MEETING @ 7:00 PM
CREST HILL BRANCH**

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, Ann Lopez-Caneva, and Christine Siegel. Board member absent: Adam Woodworth.

Staff present: Scott Pointon, Jacqueline Kohn, Jessica Smith, Brittany Whyte, and Beverly Krakovec.

Guests present: Lewis University student Patrick Augustine.

Scott Pointon introduced the Lewis University student who is partnering with the District on various projects as part of his class curriculum. Board members welcomed the student to the board meeting.

PUBLIC COMMENTS – none.

MONTHLY STAFF PRESENTATION

Starting in 2020, selected staff members in all of the District’s departments will do brief presentations to the Board reviewing their history with at the District and relaying various aspects of their duties and whatever personal information they wish to provide. The presentations should offer the Board a more comprehensive view of District staff. Tonight the District’s three children’s department supervisors spoke to the Board. They are: Brittany Whyte (Crest Hill Branch), Jacqueline Kohn (Lockport Branch), and Jessica Smith (Romeoville Branch). The Board thanked them for their presentations. Next month the District’s Technical Services Department will be present.

MINUTES

Board members reviewed the minutes.

Nancy Hackett moved to approve the January 28, 2020 Regular Board Meeting Minutes as presented, with a spelling correction. Ann Lopez-Caneva seconded the motion. All voted aye. Motion carried.

CORRESPONDENCE – none.

TREASURER’S REPORT

Treasurer Ann Lopez-Caneva read the Treasurer’s Report for January 2020. Cash on hand as of January 1, 2020 was \$22,408,158.61. Income as of January 31, 2020 was \$15,811.66. Disbursements as of January 31, 2020 were \$19,810,809.71. Transfers/adjustments—None. Cash on hand as of January 31, 2020 was \$2,613,160.56.

Ann Lopez-Caneva moved the Board approve the January 2020 Treasurer’s Report as presented, with payment of the February 14, 2020 bills of \$124,317.99, and the February 7, 2020 payroll of \$111,236.87, and the February 21, 2020 payroll of \$110,278.30. Nancy Hackett seconded the motion. Roll call indicated: Ayes—Deanna Amann, Zach Binkley, Gayle Crompton, Nancy Hackett, Ann Lopez-Caneva, and Christine Siegel. Nays—none. Motion carried.

Personal Property Replacement Tax received for FY 2019-2020 was \$163,560.88. The Lockport Township estimate for FY 2019-2020 was \$279,418.90

2018 Levy Real Estate Distributions and Interest received to date was \$6,094,663.84. Percent received to date is 100.17%.

Additional information regarding interest rates – see PMA Investments Report.

DIRECTOR’S REPORT

In addition to his written report, Scott Pointon reported he was on WJOL radio for the Kevin Collins afternoon show on Tuesday, February 25, 2020. Scott Pointon spoke about the District’s bond refinancing and resulting in significant savings to our public and our upcoming STEM Fest at the Romeoville Branch on Saturday, March 14, 2020.

OLD BUSINESS

BUILDING UPDATES

Lockport Branch – The elevator was adjusted to prevent it from shutting down during times of heavy use. The elevator had consistently overheated and shutdown during Comicopolis because of extended usage. The issue was addressed and we should not see future problems.

Romeoville Branch – The elevator is experiencing intermittent sensor issues and the company is working on a solution. Work to install the new roof should begin in April and should be done by the contract deadline of May 5, 2020. The polished concrete floors in the lower level restrooms will be replaced with liquid resin. The floors have exhibited significant staining and visible cracks. Liquid resin flooring is used in schools and is durable and resistant to staining and cracking.

Shelving changes will be occurring at all three branches, allowing our children’s departments to better display materials.

EXECUTIVE SESSION – Real Property – none needed.

EXECUTIVE SESSION – Personnel—none needed.

NEW BUSINESS

ORDINANCE # 2020-190

The Board reviewed the ordinance before them.

Ann Lopez-Caneva moved the Board adopt Ordinance # 2020-190 – An Ordinance Adopting a Policy Prohibiting Sexual Harassment for the White Oak Library District, Will County, Illinois, with noted changes. Gayle Crompton seconded the motion. All voted aye. Motion carried.

ACCEPTANCE/APPROVAL OF LOW BID FOR ROMEOVILLE PARKING LOT PROJECT

The Board reviewed the recommendation from Dewberry regarding the parking lot improvement bid for the Romeoville Branch. Ann Lopez-Caneva moved the Board accept the bid from Briggs Paving in the amount \$165,400.00. Gayle Crompton seconded the motion. Roll call indicated: Ayes—Deanna

Amann, Zach Binkley, Gayle Crompton, Nancy Hackett, Ann Lopez-Caneva, and Christine Siegel. Naves—none. Motion carried.

Scott Pointon stated Illinois State has recently passed a very large capital bill that would provide some funds to the Illinois State Library construction grants. Libraries who receive these grants would get a percentage of their project's costs funded. Due to our EAV, our District would receive 33% of project funds through the grant and we would have to fund the remaining costs of the project. Scott Pointon and board members discussed the options for potential grant funded projects and the impact of funding 66% of any projects. At this time, no action was determined.

SERVING OUR PUBLIC 4.0 – Chapter 9 – Public Services: Reference & Reader's Advisory

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

Scott Pointon noted there is a new page on the District's website called "transparency". This page will display District information such as board meeting agendas and approved minutes, audit reports, adopted resolutions and ordinances, and employee total compensation packages.

ADJOURNMENT

Ann Lopez-Caneva moved for adjournment at 8:25 p.m. Nancy Hackett seconded the motion. All voted aye. Motion carried.