

**WHITE OAK LIBRARY DISTRICT
MARCH 27, 2012
REGULAR BOARD MEETING @ 7:00 PM
ROMEOVILLE BRANCH**

CALL TO ORDER

President Ann Lopez-Caneva called the Regular 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 Adam Sulich. Board members absent: none.

Guest: Christina Petrice—reporter from the Lockport Legend.

PUBLIC COMMENTS—none.

MINUTES

Gayle Crompton moved to approve the February 28, 2012 Regular Board Minutes as presented.

Adam Sulich pointed out the motion concerning the approval of the Treasurer's Report did not have a second. Beverly Krakovec said minutes would be corrected to indicate that Adam Sulich had seconded the motion.

Gayle Crompton amended her original motion to approve the February 28, 2012 Regular Board Minutes with the note correction. Christine Siegel seconded the motion. All voted ayes. Motion carried.

CORRESPONDENCE

Scott Pointon stated the Statement of Economic Interest had been sent to trustees and such statements were due by May 1, 2012.

Scott Pointon distributed letters from Patricia Jarog and Beverly Krakovec, thanking the Board for the opportunity to attend the recent Public Library Association Conference in Philadelphia.

TREASURER'S REPORT

Treasurer Deanna Amann read the Treasurer's Report for February 2012. Cash on hand as of February 1, 2012 was \$17,414,315.66. Income as of February 29, 2012 was \$12,457.21. Disbursements as of February 29, 2012 were \$749,828.00. Transfers and adjustments—\$53,804.00 was transferred from the MB Financial Bank Money Market Bond Account to the Harris Corporate Fund Account to cover smaller bond expenses and \$53,150.00 was transferred from the Corporate Fund to the IMRF Fund to cover IMRF payments through June 30, 2012. Cash on hand as of February 29, 2012 was \$16,676,944.87. Cash on hand in the Bond Accounts as of February 29, 2012 was \$15,428,573.43.

Deanna Amann moved to approve the February 2012 Treasurer's Report as presented, with the payment of the March 15, 2012 bills for \$652,927.85, the March 14, 2012 payroll of \$78,052.07, and the March 28, 2012 payroll of \$77,519.31. Christine Siegel seconded the motion. Roll call indicated: Ayes—Deanna Amann, Gordon Butler, Gayle Crompton, Nancy Hackett, Ann Lopez-Caneva, Christine Siegel, and Adam Sulich. Nays—none. Motion carried.

Personal Property Replacement Tax received to date totaled \$141,398.18. The Township estimate to be received for Fiscal Year 2011-2012 is \$221,853.98.

2010 Levy Real Estate Distribution and Interest received to date was \$4,258,532.62. Percentage received to date is 99.681%.

Current interest rates as of March 27, 2012 for money market accounts are as follows:
Harris Bank—0.100% and Illinois Funds—0.111%.

Christine Siegel questioned how current was the billing from library attorney John Even. Scott Pointon said the billing was not current and approximately six months behind.

DIRECTOR'S REPORT

Scott Pointon highlighted that two grants had recently been acquired by District staff. Cindy Shutts, Teen Librarian at Romeoville, has secured a \$1,000 grant to expand teen materials. Ellen Fitzgerald, Children's Librarian at Crest Hill has been awarded the Penny Severns Summer Family Literacy Grant in the amount of \$4,800, which will allow bi-lingual materials and programming to be brought to the Crest Hill Branch. The Board commended staff on their initiatives.

The District received a resignation from Anthony "Pete" Grossi, part-time Crest Hill maintenance specialist. Mr. Grossi has secured a full time job with the public works department for the City of Lockport. The District wished him the best of luck in his new employment.

OLD BUSINESS

BUILDING UPDATES

Crest Hill—Bids will go out on April 2, 2012 as planned, with the bid opening for this project taking place on April 25, 2012.

Lockport—Contractors wanted an opportunity to view the interior of the Lockport Branch prior to bidding. This will first necessitate the completion of the asbestos abatement. There will be a change to the timeframe of the opening of the Lockport bids to now take place on April 24, 2012. The Board will probably have to call a Special Meeting after the bid opening.

Romeoville—Considerable progress has been made on the upper level. It is estimated the upper level will be ready for furniture installation by the last week of May 2012. The outer entrance is now open and we have received many compliments from the public. The Romeoville Branch may be closed the first two weeks in June 2012 to move into the upper level and accomplish elevator and carpet repairs.

PINNACLE UPDATE

The Pinnacle Library Consortium is scheduled to go "live" with the Polaris catalog on June 14, 2012. There was a three day meeting with the Polaris implementation manager on March 20-22, at which time Pinnacle members were able to agree on all manner of settings and options for the operation of the new catalog. Key staff continues to move forward to insure a smooth transition for both patrons and staff.

EXECUTIVE SESSION—Real Property—none needed.

EXECUTIVE SESSION—Personnel

Deanna Amann moved to go into Executive Session for Personnel matters and invited Director Scott Pointon and Assistant Director Beverly Krakovec to attend the session. Nancy Hackett seconded the motion. All voted aye. Motion carried.

The Board went into Executive Session at 7:29 p.m.

Deanna Amann moved to come out of Executive Session and back into Regular Session. Gordon Butler seconded the motion. All voted aye. Motion carried.

The Board went back into Regular Session at 7:42 p.m.

NEW BUSINESS

APPROVAL OF REVISED TEEN LIBRARIAN JOB DESCRIPTION

The Board reviewed the revised job description in question.

Christine Siegel moved the Board approve the revised Teen Librarian job description as presented. Gayle Crompton seconded the motion. All voted aye. Motion carried.

APPROVAL OF CONTRACTORS' PAYMENTS

The Board reviewed the contractor payment submitted.

Adam Sulich moved the Board approve the certificate of payment to the Lombard Company in the amount of \$501,925.00. Gayle Crompton seconded the motion. Roll call indicated: Ayes—Deanna Amann, Gordon Butler, Gayle Crompton, Nancy Hackett, Ann Lopez-Caneva, Christine Siegel, and Adam Sulich. Nays—none. Motion carried.

Scott Pointon stated the District had received its tax projection from the Will County Clerk's Office. The operating rate was given at 15.87 cents, which may see the District's income increase by approximately \$72,000.00 in the next fiscal year.

SERVING OUR PUBLIC 2.0: STANDARDS FOR ILLINOIS PUBLIC LIBRARIES 2009 EDITION –Chapter 9 – Programming

Scott Pointon stated this is an area in which the District has continued to show significant progress. We offer a wide range of programs in adult, children and teen venues. Adam Sulich commented on the positive programming numbers shown at the Lockport Branch, in spite of their recent move to the new location of the Gaylord Building. Scott Pointon commented some patrons have stated they hope the District will continue to have some type of presence in the Gaylord Building, even when the Lockport Branch is renovated.

ADJOURNMENT

Gordon Butler moved for adjournment at 8:06 p.m. Nancy Hackett seconded the motion. All voted aye. Motion carried.