

**WHITE OAK LIBRARY DISTRICT
MARCH 22, 2014
REGULAR BOARD MEETING @ 7:00 PM
CREST HILL BRANCH**

CALL TO ORDER

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

Public present: Natalie Manley, Illinois State Representative from the 98th District

PUBLIC COMMENTS

Representative Manley introduced herself and stated she is always open to a dialog regarding issues important to communities and their leaders, and encouraged the Board to relay their thoughts on such matters. She shares mutual constituents with our District, and desires to know the challenges library districts are facing. One point of discussion was how the passage of a minimum wage law would impact our District. The Board thanked Representative Manley for her visit.

MINUTES

Christine Siegel moved to approve the March 25, 2014 Regular Board Meeting as presented. Victor Zack seconded the motion. All voted aye. Motion carried.

CORRESPONDENCE

Scott Pointon stated he had received a thank you note from Reverend Donald L. Simmonds for allowing him to place a table in the lobby of the Crest Hill Branch for Parkinson's Awareness Month in April. Nancy Hackett had also sent a thank you note on behalf of the Romeoville Area Historical Society for the donation of some of the District's excess shelving units and a display case. All of the items were well utilized and made a huge impact on the Society's display space.

TREASURER'S REPORT

Treasurer Christine Siegel read the Treasurer's Report for March 2014. Cash on hand as of March 1, 2014 was \$1,841,850.06. Income as of March 31, 2014 was \$26,831.83. Disbursements as of March 31, 2014 were \$447,538.98. Transfers and adjustments as of March 31, 2014 were the following: \$13,747.69 was transferred from the Corporate Fund to the IMRF Fund to cover the March IMRF payment; \$11,201.15 was transferred from the Corporate Fund to the Social Security Fund to cover the March FICA payments; \$14,633.56 was transferred from the Corporate Fund to the Bond Fund to cover smaller bond invoice payments. An adjustment in the amount of \$56.76 was due to a voided check. Cash on hand as of March 31, 2014 was \$1,421,199.67. Cash on hand in the Bond Account was \$2,026.91, with \$90.84 in the Bond Levy Account.

Christine Siegel moved the Board approve the March 2014 Treasurer's Report as presented, with the payments of the April 15, 2014 bills for \$134,895.31, the April 9, 2014 payroll for \$91,944.99, and the April 23, 2014 payroll for \$90,533.90. Victor Zack seconded the motion. Roll call indicated: Ayes—Deanna Amann, Gordon Butler, Nancy Hackett, Christine Siegel, and Victor Zack. Nays—none. Motion carried.

Personal Property Replacement Tax received to date totaled \$210,599.11. Lockport Township estimate for FY 2013-2014 is \$258,371.45.

2012 Levy Real Estate Distributions and Interest received to date was \$4,476,697.07. Percent received to date is 99.562%.

Current interest rate as of April 22, 2014 for money market accounts are as follows: Harris Bank—0.100%, Illinois Funds—0.013%, MB Financial Bank—0.200%.

DIRECTOR' S REPORT

Scott Pointon informed the Board that the Joliet Central High School librarian will be purchasing additional auction items. The Friends of the Library made another generous donation of \$6,700 which will be used for more computer work stations, landscaping, Summer Reading Programs, Book Lovers Day expenses, and a staff recognition program. The Board praised the Friends of the Library for their continued successful fundraising and their generous support of Library activities.

OLD BUSINESS

BUILDING UPDATES

Crest Hill: Almost all of the remaining work at this site is completed, with all wood work finally installed.

Lockport: The flooring in the Children's Programming room will have all wax removed and then re-waxed in May. This should resolve the issue of the marks currently on the floor. Some concrete caps on the staff entrance ramp fell off during the winter due to water infiltrating behind the wall and will be replaced. The new front doors will be installed in the next few weeks.

Romeoville: The de-icing system on the front entrance will be tested and fixed.

EXECUTIVE SESSION – Real Property – none needed.

EXECUTIVE SESSION – Personnel – none needed.

NEW BUSINESS

SALE OF THEODORE STREET LIBRARY BUILDING

The Theodore Street property must be listed with a realtor. The Board discussed the optimum starting list price. This property is zoned for business use and the District has had some parties express interest in purchasing.

Deanna Amann moved the Board set the selling price to start at \$650,000.00. Christine Siegel seconded the motion. Roll call indicated: Ayes—Deanna Amann, Gordon Butler, Nancy Hackett, Christine Siegel, and Adam Zack. Nays—none. Motion carried.

Victor Zack will submit names of reputable commercial real estate agents who could represent the District.

APPROVAL OF CONTRACTORS' PAYMENTS

The Board reviewed the contractor's payment submitted for approval and payment.

Deanna Amann moved the Board approve the contractor's certificate of payment to Al Treiber Associates for the book stacks and end panels for the Crest Hill and Lockport Branches in the amount of \$41,695.77. Christine Siegel seconded the motion. Roll call indicated: Ayes—Deanna Amann, Gordon Butler, Nancy Hackett, Christine Siegel, and Victor Zack. Nays—none. Motion carried.

SERVING OUR PUBLIC 2.0: STANDARDS FOR ILLINOIS PUBLIC LIBRARIES 2009 EDITION—Chapter 10—Marketing, Promotion, and Collaboration

Our Board reviewed the standards in question and believed the District is accomplishing all the proper guidelines. District programs are heavily promoted using print pieces, social media, and website mentions. The District strives to keep close community ties and works collaboratively with a number of civic organizations.

ADJOURNMENT

Deanna Amann moved for adjournment at 8:30 p.m. Christine Siegel seconded the motion. All voted aye. Motion carried.