

**WHITE OAK LIBRARY DISTRICT
APRIL 23, 2019
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, Gayle Crompton, Nancy Hackett, Ann Lopez-Caneva, Christine Siegel, Adam Woodworth, and Victor Zack.

Staff present: Scott Pointon and Beverly Krakovec.

PUBLIC COMMENTS

Board members stated they were grateful for all those who worked on the Citizens' Referendum Committee. Nancy Hackett distributed Romeoville Area Historical Society bookmarks and commented on the organization's successful grand re-opening event.

MINUTES

Board members reviewed the minutes.

Nancy Hackett moved to approve the March 26, 2019 Regular Board Meeting Minutes as presented. Adam Woodworth seconded the motion. All voted aye. Motion carried.

CORRESPONDENCE

Scott Pointon stated he had received a letter regarding our application for the Illinois State Library's **Live and Learn Construction Grant**. While the District did not receive grant funding, the grant rubric showed we received 8 out of 10 possible points. Comments from the grant committee revealed that while our grant was considered worthy, other grant application needs were considered more vital. The District can inexpensively pursue future Live and Learn Construction Grants.

TREASURER'S REPORT

Treasurer Victor Zack read the Treasurer's Report for March 2019. Cash on hand as of March 1, 2019 was \$2,149,351.35. Income as of March 31, 2019 was \$31,548.31. Disbursements as of March 31, 2019 were \$311,613.72. Transfers and adjustments – voided checks totaling \$1,014.97, which were lost in the mail. Cash on hand as of March 31, 2019 was \$1,870,300.91

Victor Zack moved the Board approve the March 2019 Treasurer's Report as presented, with payment of the April 15, 2019 bills of \$138,022.05, the April 5, 2019 payroll of \$101,523.94, and the April 19, 2019 payroll of \$102,414.16. Ann Lopez-Caneva seconded the motion. Roll call indicated: Ayes—Deanna Amann, Gayle Crompton, Nancy Hackett, Ann Lopez-Caneva, Christine Siegel, Adam Woodworth, and Victor Zack. Nays—none. Motion carried.

Personal Property Replacement Tax received for FY 2018-2019 was \$138,322.66. The Lockport Township estimate for FY 2018-2019 is \$207,514.49.

2017 Levy Real Estate Distributions and Interest received to date was \$5,918,111.31. Percent received to date is 100.27%.

Additional information regarding interest rates – see PMA Investments Report.

DIRECTOR'S REPORT

Scott Pointon noted that an Outreach Clerk and our IT part-time staff member had resigned. Scott Pointon and board members are still working on attracting key individuals to be on the District's foundation board.

OLD BUSINESS

RECOGNITION OF CAMPAIGN VOLUNTEERS

The campaign volunteers were not able to attend tonight's meeting, and will be honored at the May 28, 2019 Regular Board Meeting.

DISCUSSION OF 2019 REFERNDUM RESULTS

Scott Pointon presented a detailed analysis of the 2019 referendum results, with an accompanying report showing all White Oak Library District referendums from 2008-2019. The District has made significant headway in garnering referendum support in some senior developments. The Board considered increasing services to the Fairmont area in Lockport to attract voter support.

EXECUTIVE SESSION – Real Property – none needed.

EXECUTIVE SESSION – Personnel

Adam Woodworth moved the Board go into Executive Session for personnel matters and invited Director Scott Pointon and Assistant Director Beverly Krakovec to attend the Executive Session. Victor Zack seconded the motion. Roll call indicated: Ayes—Deanna Amann, Gayle Crompton, Nancy Hackett, Ann Lopez-Caneva, Christine Siegel, Adam Woodworth, and Victor Zack. Nays—none. Motion carried.

The Board went into Executive Session at 7:53 p.m.

Adam Woodworth moved the Board come out Executive Session and resume the Regular Board Meeting. Ann Lopez-Caneva seconded the motion. Roll call indicated: Ayes—Deanna Amann, Gayle Crompton, Nancy Hackett, Ann Lopez-Caneva, Christine Siegel, Adam Woodworth, and Victor Zack. Nays—none. Motion carried.

The Board resumed the Regular Board Meeting at 8:24 p.m.

NEW BUSINESS

APPROVAL OF FY 2019-2020 WORKING BUDGET

The Board reviewed and discussed the FY 2019-2020 Working Budget, with Scott Pointon guiding them through the process. Rationale for funding changes to various budget lines was discussed. Special attention was paid to the income and expenses. More funds were allocated toward salaries to account for increases due to the rising minimum wage. The District also

created two new material lines – Young Adult Non-Fiction, and Tween Fiction. More funds were also given to the Outreach Department for both materials and programming. The Board was pleased with the proposed working budget and thanked Scott Pointon for his continued hard work in maintaining the District’s sound fiscal position.

Ann Lopez-Caneva moved the Board approve the FY 2019-2020 Working Budget as presented. Adam Woodworth seconded the motion. Roll call indicated: Ayes—Deanna Amann, Gayle Crompton, Nancy Hackett, Ann Lopez-Caneva, Christine Siegel, Adam Woodworth, and Victor Zack. Nays—none. Motion carried.

APPROVAL OF FY 2019-2020 SALARY SCALE

The Board reviewed the proposed FY 19/20 Salary Scale and rationale for any changes. The proposed salary scale addresses the mandated rising minimum wage. The Board approved of the salary scale and once more thanked Scott Pointon for his dedicated work.

Adam Woodworth moved the Board approve the FY 19/20 Salary Scale as presented. Christine Siegel seconded the motion. All voted aye. Motion carried.

APPROVAL TO HIRE BOND COUNSEL

The District utilized the firm of Chapman & Cutler as our bond counsel in 2010 and found their services exemplary.

Ann Lopez-Caneva moved the Board retain the firm of Chapman & Cutler as bond counsel for the White Oak Library District. Victor Zack seconded the motion. Roll call indicated: Ayes—Deanna Amann, Gayle Crompton, Nancy Hackett, Ann Lopez-Caneva, Christine Siegel, Adam Woodworth, and Victor Zack. Nays—none. Motion carried.

SERVING OUR PUBLIC 3.0 – Chapter 10 – Marketing, Promotion & Collaboration

The Board reviewed the standards in question and determined the District is working toward increasing its marketing presence. For March 2019’s STEM Fest, the District purchased space on a digital billboard on Weber Road and increased its Facebook marketing. We believe the significant increase in attendance for STEM Fest was, in part, due to these marketing endeavors. Scott Pointon noted the proposed FY 19/20 Working Budget included funds for a marketing staff member, which will definitely increase the District’s overall marketing efforts.

ADJOURNMENT

Ann Lopez-Caneva moved for adjournment at 8:46 p.m. Victor Zack seconded the motion. All voted aye. Motion carried.