

**WHITE OAK LIBRARY DISTRICT
MAY 27, 2014
REGULAR BOARD MEETING @ 7:00 PM
CREST HILL 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, Ann Lopez-Caneva, Christine Siegel, and Victor Zack. Board member absent: Nancy Hackett

PUBLIC COMMENTS – none.

MINUTES

Christine Siegel moved to approve the April 22, 2014 Regular Board Meeting Minutes as presented. Deanna Amann seconded the motion. All voted aye. Motion carried.

CORRESPONDENCE

Scott Pointon stated Ellen Norton, a Crest Hill Children’s Librarian, has been awarded the Ezra Jack Keats Mini Grant for 2014. This grant provides the District with funding of \$500.00 to create their very own “Walking Story” which will allow families to learn about book illustration. Participants in Crest Hill will be able to create illustrations for pages of classic children’s books to be displayed in the community. Board members stated they were proud of Crest Hill staff and excited to see the project.

TREASURER’S REPORT

Treasurer Christine Siegel read the Treasurer’s Report for April 2014. Cash on hand as of April 1, 2014 was \$1,421,199.67. Income as of April 30, 2014 was \$69,101.05. Disbursements as of April 30, 2014 were \$316,761.29. Transfers and adjustments as of April 30, 2014 were the following: \$14,539.03 was transferred from the Corporate Fund to the IMRF Fund to cover the April IMRF payment; \$12,279.94 was transferred from the Corporate Fund to the Social Security Fund to cover the April FICA payments; an adjustment in the amount of \$30.36 was due to a reinstated voided check. Cash on hand as of April 30, 2014 was \$1,173,509.07. Cash on hand in the Bond Account was \$2,011.91, with \$90.86 in the Bond Levy Account.

Christine Siegel moved the Board approve the April 2014 Treasurer’s Report as presented, with the payments of the May 15, 2014 bills for \$195,320.80, the May 7, 2014 payroll for \$89,307.15, and the May 21, 2014 payroll for \$92,014.51. Gordon Butler seconded the motion. Roll call indicated: Ayes—Deanna Amann, Gordon Butler, Gayle Crompton, Ann Lopez-Caneva, Christine Siegel, and Victor Zack. Nays—none. Motion carried.

Personal Property Replacement Tax received to date totaled \$251,707.07. Lockport Township estimate for FY 2013-2014 is \$258,371.45.

2013 Levy Real Estate Distributions and Interest received to date was \$131,481.43. Percent received to date is 2.878%.

Current interest rate as of May 27, 2014 for money market accounts are as follows: Harris Bank—0.100%, Illinois Funds—0.010%, MB Financial Bank—0.200%.

DIRECTOR' S REPORT

Scott Pointon showed the Board the promotional “Pet Items For Fines” leaflet staff is distributing to patrons. Everyone is hoping this unique event will be an incentive for patrons to reduce or eliminate their fines and benefit the Romeoville Humane Society. The event runs from Monday, June 2nd through June 8th.

OLD BUSINESS

BUILDING UPDATES

Crest Hill: There has been some progress with the Crest Hill facility shed. The City of Crest Hill will allow the District to cut out three squares in the asphalt, put in auger-like screws anchored into the dirt beneath the asphalt and leave the bolts sticking up to secure the shed. Scott Pointon has asked Mike Lombard to recommend a contractor who will be able to do this project for the District. The Crest Hill lawn mower is temporarily stored in the secured Crest Hill dumpster corral, covered with a tarp.

SALE OF THEODORE STREET LIBRARY BUILDING

The Board reviewed the credentials of four real estate agents for consideration to act as the District’s agent for the sale of the Crest Hill property at 1298 Theodore Street.

Gordon Butler moved the District select Keith Conroy of Caldwell Banker to act as the District’s real estate agent for the sale of the property at 1298 Theodore Street in Crest Hill. Gayle Crompton seconded the motion. Roll call indicated: Ayes—Deanna Amann, Gordon Butler, Gayle Crompton, Ann Lopez-Caneva, and Christine Siegel. Nays—Victor Zack. Motion carried.

Pastor Glenda McCollum requested the Board consider an option to allow the Crest Hill property to be temporarily rented to her church. The Board stated they do not want to pursue this option, but want to sell the property and not act as a landlord.

Scott Pointon stated that the Crest Hill property at 1298 Theodore Street, Crest Hill is being maintained with grass being cut and water run in toilets and sinks.

EXECUTIVE SESSION – Real Property – none needed.

EXECUTIVE SESSION – Personnel – none needed

NEW BUSINESS

APPROVAL OF 2014/2015 MEETING DATE ORDINANCE

Scott Pointon reviewed the meeting date ordinance for fiscal year July 1, 2014 to June 30, 2015. All Board members agreed upon the dates presented.

Gayle Crompton moved the Board adopt Ordinance No. 2014-155 Public Meeting Ordinance of the White Oak Library District Will County, Illinois for Fiscal Year July 1, 2014 to June 30, 2015. Christine Siegel seconded the motion. Roll call indicated: Ayes—Deanna Amann, Gordon Butler, Gayle Crompton, Ann Lopez-Caneva, Christine Siegel, and Victor Zack. Nays—none. Motion carried.

APPROVAL OF 2014/201 PREVAILING WAGE ORDINANCE

The Board reviewed the ordinance before them.

Deanna Amann moved the Board adopt Ordinance No. 2014-156 Prevailing Wage Ordinance of the

White Oak Library District Will County, Illinois for Fiscal Year July 1, 2014 – June 30, 2015. Gordon Butler seconded the motion. Roll call indicated: Ayes—Deanna Amann, Gordon Butler, Gayle Crompton, Ann Lopez-Caneva, Christine Siegel, and Victor Zack. Nays—none. Motion carried.

ELECTION OF BOARD OFFICERS

Scott Pointon opened the nominations for the office of president.

Gayle Crompton nominated Ann Lopez-Caneva.

Scott Pointon called for further nominations for this office three times. No other nominations were made. The nominations were closed.

Roll call on the above nomination indicated: Ayes—Deanna Amann, Gordon Butler, Gayle Crompton, Ann Lopez-Caneva, Christine Siegel, and Victor Zack. Nays—none.

Ann Lopez-Caneva was elected to the office of President of the White Oak Library District.

Ann Lopez-Caneva opened the nominations for the office of vice-president. *Gayle Crompton nominated Gordon Butler.*

Ann Lopez-Caneva called for further nominations for this office three times. No other nominations were made. The nominations were closed.

Roll call on the above nomination indicated: Ayes—Deanna Amann, Gordon Butler, Gayle Crompton, Ann Lopez-Caneva, Christine Siegel, and Victor Zack. Nays—none.

Gordon Butler was elected to the office of Vice-President of the White Oak Library District.

Ann Lopez-Caneva opened the nominations for the office of treasurer. *Ann Lopez-Caneva nominated Victor Zack.*

Ann Lopez-Caneva called for further nominations for this office three times. No other nominations were made. The nominations were closed.

Roll call on the above nominations indicated: Ayes—Deanna Amann, Gordon Butler, Gayle Crompton, Ann Lopez-Caneva, Christines Siegel, and Victor Zack. Nays—none.

Victor Zack was elected to the office of Treasurer of the White Oak Library District.

Ann Lopez-Caneva opened the nominations for the office of secretary.

Gayle Crompton nominated Nancy Hackett.

Ann Lopez-Caneva called for further nominations for this office three times. No other nominations were made. The nominations were closed.

Roll call on the above nominations indicated: Ayes—Deanna Amann, Gordon Butler, Gayle Crompton, Ann Lopez-Caneva, Christine Siegel, and Victor Zack. Nays—none.

Nancy Hackett was elected to the office of Secretary of the White Oak Library District.

APPROVAL OF 2014-2015 WORKING BUDGET

Scott Pointon and the Board reviewed the estimated income and the proposed working budget for FY 2014-2015. Scott Pointon noted that the estimated income was increased with the expectation the District would receive more funds from the grants/exhibits and local donations and memorial line items. The Board reviewed each line item in the proposed working budget. Increases were noted to salaries, IMRF, and Social Security/Medicare. If the minimum wage is increased, the District must have funding allocated to adjust the pay scale accordingly. Scott Pointon stated that even if the minimum wage increase is not put into effect, he is recommending the District increase its starting pay for positions to remain competitive in attracting and maintaining a competent staff. The Board was pleased with the estimated income and the proposed working budget.

Deanna Amann moved the Board approve the FY 2014-2015 Working Budget as presented. Christine Siegel seconded the motion. Roll call indicated: Ayes—Deanna Amann, Gordon Butler, Gayle Crompton, Ann Lopez-Caneva, Christine Siegel, and Victor Zack. Nays—none. Motion carried.

DETERMINATION FOR SALE OF NON-RESIDENT LIBRARY CARDS

Scott Pointon reviewed the reasoning for the existence of a non-resident card. Scott Pointon stated he had discovered that by using the State's own rules as a determining factor, the White Oak Library District would not be the primary library that those living in an un-served area would approach to purchase a non-resident card. It was further determined that the District's participation in this program is completely voluntary and that by choosing not to participate, the District would not incur any adverse effects. Scott Pointon recommended the Board vote not to participate in the Public Library Non-Resident Card Services program for FY 2014-2015.

Gayle Crompton moved the Board choose not to participate in the Public Library Non-Resident Card Services program for FY 2014-2015. Victor Zack seconded the motion. All voted aye. Motion carried.

APPROVAL OF CONTRACTORS' PAYMENTS

The Board reviewed the contractors' payments submitted for approval and payment.

Christine Siegel moved the Board approve the contractor's certificate of payments to The Lombard Company for two separate invoices for work at the Crest Hill Branch in the amounts of \$49,860.00 and \$8,998.00. Gordon Butler seconded the motion. Roll call indicated: Ayes—Deanna Amann, Gordon Butler, Gayle Crompton, Ann Lopez-Caneva, Christine Siegel, and Victor Zack. Nays—none. Motion carried.

Deanna Amann moved the Board approve the contractor's certificate of payment to Frederick Quinn Corporation in the amount of \$31,715.00 for work at the Lockport Branch. Gordon Butler seconded the motion. Roll call indicated: Ayes—Deanna Amann, Gordon Butler, Gayle Crompton, Ann Lopez-Caneva, Christine Siegel, and Victor Zack. Nays—none. Motion carried.

SERVING OUR PUBLIC 2.0: STANDARDS FOR ILLINOIS PUBLIC LIBRARIES 2009 EDITION—Chapter 11—System and Illinet Membership Responsibilities

Our Board reviewed the standards in question and believed the District is accomplishing all the proper guidelines.

ADJOURNMENT

*Gordon Butler moved for adjournment at 8:58 p.m. Victor Zack seconded the motion. All voted aye.
Motion carried.*