

**WHITE OAK LIBRARY DISTRICT  
JUNE 26, 2012  
REGULAR BOARD MEETING @ 7:00 PM  
ROMEOVILLE 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, Gayle Crompton, Nancy Hackett, Ann Lopez-Caneva, and Christine Siegel. Board members absent: Gordon Butler and Adam Sulich.

**PUBLIC COMMENTS** – none.

**MINUTES**

*Gayle Crompton moved to approve the May 15, 2012 Special Board Meeting Minutes and the May 22, 2012 Regular Board Meeting Minutes as presented. Christine Siegel seconded the motion. All voted aye. Motion carried.*

**CORRESPONDENCE** – none.

**TREASURER'S REPORT**

Treasurer Deanna Amann read the Treasurer's Report for May 2012. Cash on hand as of May 1, 2012 was \$15,119,244.23. Income as of May 31, 2012 was \$698,750.53. Disbursements as of May 31, 2012 were \$802,319.98. Transfers and adjustments—\$46,883.39 was transferred from the MB Financial Bank Money Market Bond Account to the Harris Corporate Fund Account to cover smaller bond expenses. Also \$3,700.00 was transferred from the Corporate Fund to the Liability Insurance Fund to cover expenses through June 30, 2012. Cash on hand as of May 31, 2012 was \$15,015,674.78. Cash on hand in the Bond Account as of May 31, 2012 was \$13,902,982.45.

*Deanna Amann moved to approve the May 2012 Treasurer's Report as presented, with the payment of the June 15, 2012 bills for \$616,947.61, the June 6, 2012 payroll of \$78,875.25, and the June 20, 2012 payroll of \$78,727.49. Christine Siegel seconded the motion. Roll call indicated: Ayes—Deanna Amann, Gordon Butler, Gayle Crompton, Nancy Hackett, Ann Lopez-Caneva, and Christine Siegel. Nays—none. Motion carried.*

Personal Property Replacement Tax received to date totaled \$224,613.01. The Township estimate to be received for Fiscal Year 2011-2012 is \$221,853.98.

2011 Levy Real Estate Distribution and Interest received to date was \$1,977,835.02. Percentage received to date is 45.056%.

Current interest rates as of June 26, 2012 for money market accounts are as follows: Harris Bank—0.050% and Illinois Funds—0.073%.

## **DIRECTOR'S REPORT**

Scott Pointon reviewed the itinerary for the upcoming formal reception at the Romeoville Branch on Friday, June 29, 2012.

## **OLD BUSINESS**

### **BUILDING UPDATES**

Crest Hill—The City of Crest Hill has yet to determine the permit fees applicable to the new Crest Hill facility. The issue of the permit fees will be placed on the July 2, 2012 Crest Hill City Council Meeting agenda, and should be decided. There is also an issue of a possible fine that may be assigned to the Lombard Company as a result of clearing of weeds on the Crest Hill property. The City of Crest Hill is considering this action as starting work on the property without proper permits in place. The City of Crest Hill will revisit this matter during a workshop session on Monday, July 9, 2012. The EPA waiting period for the Crest Hill property expires on July 6, 2012.

Lockport—The issue of how many bathrooms/fixtures are being required for the Lockport facility renovation has been resolved in the District's favor. Appropriate letters have been received and filed by the agencies involved. Building permit fees are still being negotiated, with possible work to start on the Lockport location in mid-July.

Romeoville—Construction has been completed and punch list work is underway. In approximately 4-8 weeks, our architects should have addressed all punch list items with the Lombard Company, with subsequent work completed within three months.

## **PINNACLE UPDATE**

We are now live on the Polaris system and working to resolve the expected “kinks” that inevitably occur when moving to a new operating system. While such an endeavor has been a challenge, staff has worked to make the process as seamless as possible. Patrons are very pleased with the new public card catalog and are enjoying its enhanced features.

### **MEETING ROOM POLICY**

The Board reviewed the Meeting Room Policy, and determined the following changes were needed:

**Section V – Application Process and Reservations** – J. Applicants must provide two contact names and phone numbers that the District can give out to the public for questions and referrals to your organization

**Section VIII – Non-compliance**

The White Oak Library District will discontinue use of the meeting rooms by any group that does not abide by the meeting room policy or which disrupts library operations.

*Gayle Crompton moved to approve the Meeting Room Policy with the indicated changes. Deanna Amann seconded the motion. All voted aye. Motion carried.*

EXECUTIVE SESSION—Real Property—none needed.

EXECUTIVE SESSION—Personnel—none needed.

## **NEW BUSINESS**

### APPOINT TWO TRUSTEES TO AUDIT MINUTES

Ann Lopez-Caneva and Gordon Butler will audit the District's approved minutes sometime in August.

### REVIEW OF EXECUTIVE SESSION MINUTES

The Executive Session Minutes for the time period of July 21, 2009 thru March 27, 2012 were reviewed. It was determined not to open any Executive Session Minutes at this time.

### APPROVAL OF CONTRACTOR'S PAYMENTS

The Board reviewed the contractor's payments submitted.

*Deanna Amann moved the Board approve the contractor's certificate of payments to The Lombard Company in the amount of \$476,409.00, Henricksen & Company in the amount of \$126,653.63, and Poblocki Sign Company, LLC in the amount of \$7,241.40. Christine Siegel seconded the motion. Roll call indicated: Ayes—Deanna Amann, Gordon Butler, Gayle Crompton, Nancy Hackett, Ann Lopez-Caneva, and Christine Siegel. Nays—none. Motion carried.*

## **SERVING OUR PUBLIC 2.0: STANDARDS FOR ILLINOIS PUBLIC LIBRARIES 2009 EDITION—Chapter 1 – Core Standards**

The Board reviewed the standards in question and determined the District follows appropriate guidelines and standards.

## **ADJOURNMENT**

*Gayle Crompton moved for adjournment at 8:48 p.m. Deanna Amann seconded the motion. All voted aye. Motion carried.*