

**WHITE OAK LIBRARY DISTRICT  
JULY 22, 2014  
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, Gordon Butler, Gayle Crompton, Ann Lopez-Caneva, and Victor Zack. Board member absent: Christine Siegel.

Staff present: Scott Pointon, Beverly Krakovec, Daniel Criscione.

Guest present: Jerry Capps.

**PUBLIC COMMENTS** – Jerry Capps commented he believed the Board and District are doing an excellent job providing library services to all our communities. The Board thanked him for his comments.

**MINUTES**

*Victor Zack moved to approve the June 24, 2014 Regular Board Meeting Minutes as presented. Gayle Crompton seconded the motion. All voted aye. Motion carried.*

**CORRESPONDENCE** -- none

**TREASURER’S REPORT**

Treasurer Victor Zack read the Treasurer’s Report for June 2014. Cash on hand as of June 1, 2014 was \$2,077,879.89. Income as of June 30, 2014 was \$1,203,474.98. Disbursements as of June 30, 2014 were \$277,994.18. Transfers and adjustments as of June 30, 2014 were as follows: \$14,169.80 was transferred from the Corporate Fund to the IMRF Fund to cover the June IMRF payment; \$11,889.95 was transferred from the Corporate Fund to the Social Security Fund to cover the June FICA payments. There was an adjustment of \$200.00 made to the Corporate Fund due to a voided lost vendor check. Cash on hand as of June 30, 2014 was \$3,003,560.69. The Bond Levy Account had \$630,667.33 as of June 30, 2014.

Personal Property Replacement Tax received to date totaled \$41,416.22. The District estimate for FY 2014-2015 is \$225,000.00 The Lockport Township estimate is not yet available.

2013 Levy Real Estate Distributions and Interest received to date was \$2,310,290.70. Percent received to date is 50.564%.

Current interest rate as of July 22, 2014 for money market accounts are as follows: Harris Bank—0.100%, Illinois Funds—0.011%, MB Financial Bank—0.200%.

Deanna Amann noted there was a discrepancy on the Treasurer’s Report- page 1. The figure under the column “Payroll Disbursements” of \$14,169.82, does not match the figure under the column “Adjustments/Transfers”, which has the figure of \$14,169.80.

*Gordon Butler moved the Board approve the June 2014 Treasurer’s Report, with a noted correction, with the payment of the July 15, 2014 bills for \$790,681.37 (this amount includes the July 1, 2014 bond payment of \$615,843.75), the July 2, 2014 payroll for \$92,440.23, and the July 16, 2014 payroll of*

*\$94,743.04. Nancy Hackett seconded the motion. Roll call indicated: Ayes—Deanna Amann, Gordon Butler, Gayle Crompton, Nancy Hackett, Ann Lopez-Caneva, and Victor Zack. Nays—none. Motion carried*

## **DIRECTOR' S REPORT**

Scott Pointon stated the District had exceeded 4,000 registrants for the Summer Reading Program, which is the largest number of participants ever. All three branches are busy with Summer Reading Program activities and the program has been extremely popular.

## **OLD BUSINESS**

### **BUILDING UPDATES**

Crest Hill: The erection of the shed is making some slow progress. We have learned the City of Crest Hill requires contractors to annually register and pay a fee of \$100.00 to work within the city limits. The District had planned on using a contractor who had worked with the Lombard Company and was already registered with the city. Unfortunately, the contractor's registration with the city is expired and they would have to pay another annual registration fee. It is unlikely the contractor would want to pay another registration fee for such a small job. The District plans on getting a permit and drawing up plans to show how the shed will be anchored to the concrete curb. Once the city approves the plans, we will proceed from that point. At this time, we will not seek out a contractor. Currently the shed sits in a lot in Plainfield where other models reside.

Scott Pointon reported the architects have determined that some of the drywall cracking at the Crest Hill Branch is due to lack of drywall control joints in various areas. As this is a design flaw, Dewberry will pay to resolve the situation. The rest of the cracking drywall is in small sections and does not seem to be explainable. Testing will be done and the cracks repaired and the situation will be monitored.

The Friends of the Library donated funds for plantings at the branches, so some landscaping at the Crest Hill Branch will be enhanced this coming fall.

Lockport: Air conditioning issues are still being resolved. Sod has been planted on the north side of the facility and fortunately, the weather has allowed the grass to flourish. Maintenance staff have been diligent to keep the areas watered. A dumpster surround will be erected in the Lockport Branch's parking lot and new parking lot fence should be installed by the end of July. Landscaping will also be put in place sometime this fall.

The Lockport Branch's "area of rescue assistance" needs to be wired correctly to alert the appropriate 911 center. This issue is being resolved.

Romeoville: A new dumpster surround is to be erected with the next month.

Scott Pointon spoke briefly about the District's upcoming work on the initial steps for a long-range plan. The first step is to seek our public involvement from a variety of sectors with the hopes of getting a cross-section of individuals from each of our communities, as well as having all age groups represented. We may have the meetings run for three months starting in September and continuing through November. The plan is to have three separate groups, with two of the groups consisting of the general public and one group composed of District staff from all levels and departments. We would hope for eight or nine individuals in each group. There would be only one meeting a month for each group, so the commitment

would not be too intense. Scott Pointon would attend all meetings and keep the Board apprised of progress on a monthly basis. After all the meetings are concluded, a compilation of the findings will be done and the Board can proceed with drafting the long-range plan. The Board mentioned they felt it would be advantageous to have some type of teen involvement in the long-range planning process.

**EXECUTIVE SESSION** – Real Property – none needed.

**EXECUTIVE SESSION** – Personnel – none needed

**NEW BUSINESS**

APPOINT TWO TRUSTEES TO AUDIT FY 13-14 MINUTES

Ann Lopez-Caneva appointed Gayle Crompton and Victor Zack to audit the FY 13-14 minutes. The audit will take place on August 26, 2014 at 6:30 p.m. at the Romeoville Branch.

APPROVAL OF CONTRACTORS' PAYMENTS

There were no contractor's bills submitted for payment this month.

SERVING OUR PUBLIC 3.0: Core Standards

The Board reviewed the standards in question, and believed we met the standards. Victor Zack asked if the District takes part in any plans our communities have for crisis management. Scott Pointon stated the Romeoville Branch is listed with Will County Emergency Management Agency as a warming and cooling center, but we are only utilized for these services during normal opening hours. In the past, the Crest Hill Branch was designated as a command center for the City of Crest Hill if their municipal offices were unable to be used. We can investigate what other avenues the District can explore to be of assistance in each of our communities.

**ADJOURNMENT**

*Gayle Crompton moved for adjournment at 8:02 p.m. Nancy Hackett seconded the motion. All voted aye. Motion carried.*