

**WHITE OAK LIBRARY DISTRICT  
JULY 23, 2013  
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: Gordon Butler, Gayle Crompton, Nancy Hackett, Ann Lopez-Caneva, Christine Siegel. Victor Zack arrived at 7:15 p.m. Board members absent: Deanna Amann

**PUBLIC COMMENTS**—Nancy Hackett stated the new *Romeoville* book had been mentioned in the Romeoville Patch and Bugle and the book was also mentioned in the Joliet Bugle. Nancy Hackett also extended an invitation to all board members to attend the book signing on Saturday, August 24, 2013 at the Romeoville Branch.

**MINUTES**

*Gayle Crompton moved to approve the June 25, 2013 Regular Board Meeting as presented. Nancy Hackett seconded the motion. All voted aye. Motion carried.*

**CORRESPONDENCE**

Scott Pointon stated he had received notification from the District's legal firm, Klein, Thorpe & Jenkins, LTD, that in response to the state of the economy, they have once again elected to "freeze" their rates to governmental entities through December 31, 2013.

**TREASURER'S REPORT**

Treasurer Christine Siegel read the Treasurer's Report for June 2013. Cash on hand as of June 1, 2013 was \$7,728,360.85. Income as of June 30, 2013 was \$1,110,431.63. Disbursements as of June 30, 2013 were \$1,437,743.38. Transfers and adjustments—\$50,555.96 was transferred to the Corporate Fund from the Bond Fund to cover smaller bond invoice payments; \$13,707.16 was transferred to the IMRF Fund and \$11,301.87 was transferred to the Social Security Fund from the Corporate Fund to cover the June payments; an adjustment of \$14,725.85 was made due to a voided check that was lost in the mail. Cash on hand as of June 30, 2013 was \$7,415,774.95. Cash on hand in the Bond Accounts was \$5,199,553.91.

*Christine Siegel moved the Board approve the June 2013 Treasurer's Report as presented, with the payments of the July 15, 2013 bills for \$1,165,707.39, the July 3, 2013 payroll for \$87,503.26, and the July 17, 2013 payroll for \$91,047.42. Gayle Crompton seconded the motion. Roll call indicated: Ayes—Gordon Butler, Gayle Crompton, Nancy Hackett, Ann Lopez-Caneva, and Christine Siegel. Nays—none. Motion carried.*

Personal Property Replacement Tax received to date totaled \$46,541.29.

2012 Levy Real Estate Distributions and Interest received to date was \$2,289,396.51. Percent received to date is 50.917%.

Current interest rate as of July 23, 2013 for money market accounts are as follows: Harris Bank—0.100% and Illinois Funds—0.013%.

Victor Zack joined the meeting at 7:15 p.m.

### **DIRECTOR' S REPORT**

In addition to his written report, Scott Pointon stated that the District's Summer Reading Program was very successful, with over 3,100 individuals participating in the event. Scott Pointon also reminded the Board that the District's legal firm will come out to speak to the Board, at no charge, once a year. This visit could be used to educate or inform the Board on a variety of subjects, and would cover pertinent topics at the Board's discretion. Board members will consider if/when they desired such a visit.

### **OLD BUSINESS**

The Board discussed the upcoming openings of the Crest Hill and Lockport branches. As of today, Crest Hill is scheduled to open in their new facility on Monday, September 16, 2013 and Lockport will re-open their remodeled branch on Monday, September 23, 2013. The Friends of the Library will be at both openings giving tours and providing refreshments. Chamber of commerce ribbon cuttings for both locations will take place later in the week.

Crest Hill and Lockport will also have their receptions on Friday nights, with state, municipal, and local dignitaries invited to attend. The Board reviewed various dates for these events. The dates decided upon for these events were: Crest Hill – Friday, September 20<sup>th</sup> and Lockport— Friday, October 18<sup>th</sup>. Scott Pointon will send out an official email to all board members after he has contacted officials regarding these dates.

### **Building Updates**

Rapid progress is being made at both the Crest Hill and Lockport sites. Landscaping will soon be completed at Crest Hill. The Lockport parking lot new lighting quote came in at \$17,000.00, which was a favorable amount.

We are still waiting to hear from the Lockport High School regarding any offer for the old Crest Hill property. The District will not pursue listing the Crest Hill property with a commercial real estate agent until a later date.

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

**EXECUTIVE SESSION** – Personnel –none needed.

## **NEW BUSINESS**

### **TENTATIVE BUDGET AND APPROPRIATION ORDINANCE**

The Board reviewed the document. The Board is cognizant of the fact that while they have authorized these amounts to be spent for these purposes in accordance with the appropriation ordinance, it doesn't mean the District will have the funds to spend. Our accountant Brian Zabel has mentioned in the past that our audit fund is growing too large. To address the issue, this year's appropriation would collect 80-90% of what will be the actual cost of the audit. Christine Siegel noted that the word "Hearld" was misspelled on the first page of the document. This error will be corrected.

*Gayle Crompton moved the Board adopt Ordinance No. 2013-152 – Fiscal Year July1, 2013 to June 30, 2014 Budget and Appropriation Ordinance of the White Oak Library District, Will County, Illinois, with the noted spelling correction. Nancy Hackett seconded the motion. Roll call indicated: Gordon Butler, Gayle Crompton, Nancy Hackett, Ann Lopez-Caneva, Christine Siegel, and Victor Zack. Nays—none. Motion carried.*

### **APPROVAL OF CONTRACTORS' PAYMENTS**

The Board reviewed the contractors' payments submitted for payment.

*Gordon Butler moved the Board approve the contractor's certificate of payment to The Lombard Company for the Crest Hill project in the amount of \$375,271.00. Christine Siegel seconded the motion. Roll call indicated: Ayes—Gordon Butler, Gayle Crompton, Nancy Hackett, Ann Lopez-Caneva, Christine Siegel, and Victor Zack. Nays—none. Motion carried.*

*Gordon Butler moved the Board approve the contractor's certificate of payment to the Frederick Quinn Corporation for the Lockport project in the amount of \$440,106.00. Christine Siegel seconded the motion. Roll call indicated: Ayes— Gordon Butler, Gayle Crompton, Nancy Hackett, 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 1 – Core Standards**

The Board reviewed the standards and stated the District should start considering working once again on Core 24. This core standard states that "at least every ten years, and more frequently if necessary, the board of trustees determines if the physical facility is sufficient to meet the needs of the community".

### **ADJOURNMENT**

*Victor Zack moved for adjournment at 8:07 p.m. Nancy Hackett seconded the motion. All voted aye. Motion carried.*